

SB11

Town Of Southborough, Massachusetts



One Hundred And Twenty-Fourth Annual Report
And
Southborough Advisory Committee Warrant
For The Annual Town Meeting April 13, 1998

PLEASE BRING THIS BOOK WITH YOU TO TOWN MEETING

One Hundred Twenty-Fourth

ANNUAL REPORT

of the

TOWN OF SOUTHBOROUGH

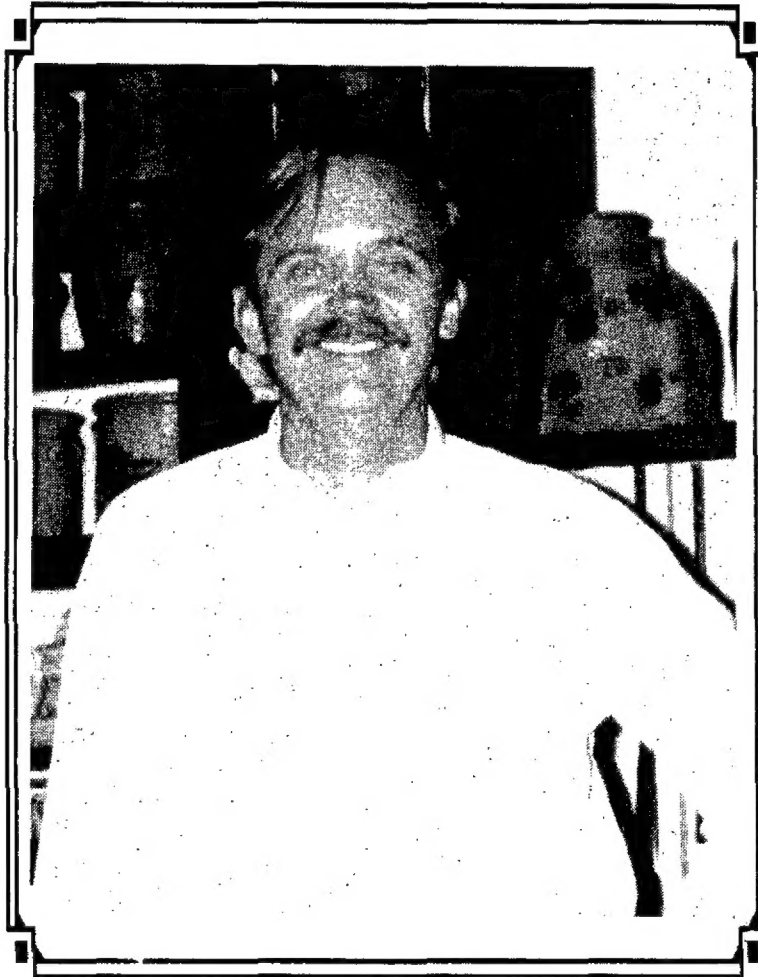
MASSACHUSETTS



For the Year Ending

December 31, 1997

John A. Lundblad
1946-1997



Administrative Assistant to the Selectmen
1974-1980

John A. Lundblad came to our community in 1974 as the second Administrative Assistant to the Board of Selectmen. By the time he was taken from us by cancer in 1997 his participation and influence in our community life had grown far beyond the bounds of the Town House, reaching to our schools, to our sports fields, and to countless meetings about community causes and campaigns.

As a town official, John was known as a problem solver. Southborough's first professionally-trained administrator led us through a series of difficult budgets in the economic declines and tax cut fervor of the 1970s and oversaw the transformation of the old town hall to the new. John left the public sector in 1980 to return to Clark University for graduate work in geography and went on to a successful practice as an environmental consultant.

By that time he had twice become a father and he and his wife, Frances, had moved to a white broad-porched home on Main Street. Quietly and consistently contributing his time and energy to a long list of community needs, John could be found in the schools as a volunteer (SOS named him School Volunteer of the Year) and on the fields as a coach (especially for his children, Wynne and Jeremy). He could be found in living rooms and meeting rooms sharing his talents and expertise leading or supporting campaigns, whether for a candidate or a cause of local import. And he could be found in the kitchen, baking Swedish goodies or a favorite dessert as a surprise for a friend. John gave himself freely and lovingly to his friends and, most of all, to his family.

As the news of John's cancer reached his many friends throughout the town, people from all corners turned out to manifest the same care he had shown for them. In prayers and visits to his home, in drives to the hospital and at the party for his 50th birthday, John brought many of us together in a way that would surely fulfill his vision of a caring community.

Known as a man who was living his life exactly the way he chose to live it, John maintained that course even in the face of his own death. To the end, he had his priorities in place and seemed to have no regrets. He taught us how to live, how to give to our community, and how to be with each other.

This selection, chosen by his family for his memorial celebration on June 28, 1997, will help us remember John's generous gifts and spirit.

joy was his song and joy so pure
a heart of star by him could steer
and pure so now and now so yes
the wrists of twilight would rejoice
keen as midsummer's keen beyond
conceiving mind of sun will stand
so strictly (over utmost him
so hugely) stood my father's dream

e. e. cummings
my father moved through dooms of love

The Town Administrator

In the long view of Southborough history, the position of Town Administrator is relatively new. It was just 25 years ago, in 1972, that the Board of Selectmen, buried under mounds of paper and regularly burning the midnight oil at the town hall, asked the Town Meeting to give them an Administrative Assistant. Gone were the days when three part-time chief executives with jobs elsewhere could do the town's business in their "off" hours. It took a bit of persuading but the Town Meeting approved the position. The Selectmen hired William L. Zolli, Jr., a Southborough resident, under the CETA program, the Comprehensive Employment Training Act, that funded public sector training opportunities for people who needed to shift fields because of a slumping economy. After a year of CETA funding, Town Meeting agreed to take over the funding itself and made the position permanent. When Bill left to become business manager for the Marlboro-Westboro Community Health Center in 1974, John A. Lundblad was hired. John left in 1980 to go to graduate school. Jeffrey A. Grossman came to us from New Hampshire and served until February 1986. Janice C. Conlin, a long-time resident active in the community and well-qualified by way of education was appointed.

The initial impetus was to aid the Selectmen's office in the growing number of day-to-day administrative responsibilities. The actual job description was as awkward as the title, "Administrative Assistant to the Board of Selectmen". Lacking specific precedents in our town government, the Administrative Assistants nevertheless learned to bring together the historically independent town departments and coordinate everything from purchasing and contracts for office equipment to schedules for water and road work and budget preparation. Careful not to step on long-independent toes, they worked to keep departments in touch with each other and working together, although that communication has depended more on the generous good will of department heads than anything written on paper. (On paper, at least, boards outside the Selectmen's jurisdiction wouldn't even have to return a phone call.)

In recognition of the growth and evolution of the position, a 1990 Town Operations Officer Study Committee studied the responsibilities and effectiveness of the position and recommended that the title be changed to "Town Administrator". The new title had little real effect on the way the job was done (or the salary) but rather reflected what the position had become--and the respect that its occupants had earned--over its first 18 years.

No matter what the title, the job of being the "point" person for major town budgets and projects is a big one. And there are the daily responsibilities that are less dramatic and obvious but equally as important. Being a small town doesn't mean the work is less or the problems lighter. There are hundreds of questions and issues and inquiries to be handled from moment to moment--everything from building and zoning to car and liquor licenses. Keeping up with the latest laws and regulations, grant possibilities, and volumes of studies, directives, and reports that pour out of state and other agencies is a full-time job in itself.

The Town Administrator manages town hall staff and works with all the departments under the Selectmen's jurisdiction on the myriad personnel, purchasing, and management questions. There are bid specifications to be prepared for equipment and supplies, equipment service contracts, and the care of town grounds. There's research to be done on grant possibilities and the gathering of information about what other towns are doing in areas such as salaries or purchasing or living under property tax limits. There's the huge job of preparing some two dozen budgets under the Selectmen and then working with the Advisory Committee to pull together the full warrant for Town Meeting and with all departments to compile the Annual Town Report.

In the midst of all that, the phone is ringing with requests for information and citizen complaints (not always offered politely) and the need to keep three bosses up-to-date on projects and current problems.

Twenty-five years later, it is safe to say that Town Meeting can take pride in having acted wisely those years ago and in the benefits that have served and will continue to serve the town well.

William L. Zolli, Jr. 1972-1974

John A. Lundblad 1974-1980

Jeffrey A. Grossman 1980-1986

Janice A. Conlin 1986-present

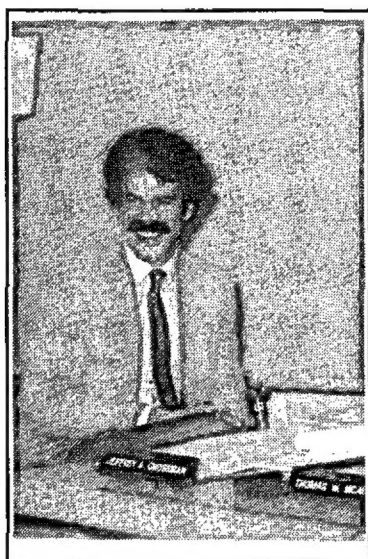
TOWN ADMINISTRATORS



William L. Zolli, Jr.
1972 - 1974



John A. Lundblad
1974 - 1980



Jeffrey A. Grossman
1980 - 1986



Janice C. Conlin*
1986 - present

TABLE OF CONTENTS

	Page
National, State and County Officials.....	1
Southborough At A Glance	2
Town Officials and Appointments	3
 ADMINISTRATION	
Board of Assessors	17
Board of Selectmen	10
Town Accountant	13
Treasurer/Collector.....	18
 TOWN SERVICES	
Building Department	20
Conservation Commission.....	21
Council on Aging	37
Cultural Arts Council	23
Department of Public Works	27
Historical Commission	34
Marlborough Addictions Referral Center.....	30
Recreation Commission.....	24
Southborough Housing Authority	32
Southborough Library	33
Veterans' Services	34
Youth Commission	35
 PLANNING	
Metropolitan Area Planning Council.....	38
Open Space Preservation Commission.....	40
Planning Board	41
Zoning Board of Appeals Hearings	42
 PROTECTION OF PERSONS AND PROPERTY	
Animal Control Officer	56
Board of Health	52
Fire Department.....	46
Inspector of Animals	57
Police Department	50
Sealer of Weights and Measures	56

TABLE OF CONTENTS

(continued)

	Page
 TOWN CLERK	
Election Officers.....	58
Annual Town Meeting - April 14, 1997.....	60
Special Town Meeting - April 14, 1997.....	61
Adjourned Session - April 15, 1997.....	90
Annual Town Election - May 12, 1997.....	101
 EDUCATIONAL REPORT	
School Committee.....	102
Administration.....	102
Superintendent's Report.....	103
Faculty.....	119
Financial Statement.....	125
 TOWN DIRECTORY	
	Back Cover

Front Cover:

The Artist - **Jeremy Harrison** - grew up in Cincinnati, Ohio. He graduated from Kenyon College with degrees in studio arts and religion. He received his Master of Fine Arts degree in printmaking from the University of Iowa in 1985. He has exhibited his work in shows in New England and beyond. He currently teaches art at the Rivers School in Weston, Massachusetts and lives in Southborough with his wife, Brenda Schafer and their five children.

TOWN OF SOUTHBOROUGH

Incorporated July 6, 1727

OFFICERS OF THE UNITED STATES OF AMERICA

President..... William Jefferson Clinton
Vice President..... Albert Gore, Jr.
U. S. Senators in Congress Edward M. Kennedy and John F. Kerry
U. S. Representative in Congress, Fifth District..... Martin T. Meehan

STATE OFFICIALS

Governor..... Argeo Paul Celluci
Lieutenant Governor.....
Secretary of State..... William Francis Galvin
Attorney General L. Scott Harshbarger
Treasurer..... Joseph D. Malone
Auditor A. Joseph DeNucci
Governor's Councillor, Third District..... Cynthia S. Creem
State Senator in General Court, Middlesex and Worcester District Robert A. Durand
State Representative in General Court, Eighth Middlesex District Barbara Gardner

COUNTY AND DISTRICT OFFICIALS

County Commissioners, Worcester County John C. Burke, John F. Finnegan and Peter A. Amorello
District Attorney, Middle District John J. Conte
County Treasurer, Worcester County..... Michael J. Donoghue
Register of Probate, Worcester County Leonard P. Flynn
Register of Deeds, Worcester District Anthony J. Vigliotti
Clerk/Magistrate of Courts, Worcester County Loring P. Lamoureux
Sheriff, Worcester County..... John M. Flynn

SOUTHBOROUGH AT A GLANCE - 1997

Area..... 13.78 square miles. Ninety-six miles of roads.

Settled..... 1688

Incorporated..... July 6, 1727

Population.....7,768 (estimated)

Voters.....5,263

Tax Rate.....\$13.30/\$1,000 Valuation

Form of Government.....Open Town Meeting/Board of Selectmen

Hospitals within 10 miles..Marlborough Hospital - UMASS Health System, 57 Union Street (481-5000); MetroWest Medical Center - Framingham Union Campus, 115 Lincoln Street (383-1000); Leonard Morse Campus, 67 Union Street, Framingham (653-3400)

Houses of Worship.....St. Anne's, 20 Boston Road (Roman Catholic); St. Matthew's, 26 Highland Street (Roman Catholic); Saint Mark's, 27 Main Street (Episcopal); Pilgrim Church (United Church of Christ, Congregational), 15 Common Street; First Community Church, 135 Southville Rd. (Federated); Chapel of The Cross (Baptist), 9 Cordaville Rd., and Chinese Gospel Church, 60 Turnpike Rd. (Rt. 9 East) (Evangelical, nondenominational)

Utilities..... Electric services provided by Massachusetts Electric
Gas service provided by Commonwealth Gas Company
Water supplied by M.D.C. from Quabbin Reservoir
Telephone service provided by Bell Atlantic
No Sewage

Transportation.....Bus service to Boston and Worcester by Peter Pan Bus Lines, Inc.
Bus service to Boston by Gulbankian Bus Company

Major Highways.....Route 9, Route 85, Route 495, Massachusetts Turnpike

Schools.....Two Elementary: Margaret A. Neary and Mary Finn
One Middle: A. S. Woodward Memorial
Two private boarding schools: St. Mark's and Fay School

Two regional high schools: Algonquin (in Northborough) and Assabet Valley Vocational (in Marlborough)

Public Library..... 25 Main Street

Public Safety..... Full-time Police Department.

Full-time Fire Department with 2 stations which provides emergency ambulance service to hospitals.

Recreation..... Supervised summer playgrounds; instruction in tennis, swimming, downhill skiing, ice skating; road races; Junior Olympics. Facilities for: baseball, basketball, football, gymnastics, hockey, soccer and softball

Cable..... Greater Media, Worcester (1-800-634-1008)

TOWN OFFICERS

1997-1998

ELECTIVE TOWN OFFICIALS

MODERATOR - 1 year

John H. Wilson (1998)

TOWN CLERK - 3 years

Paul J. Berry (1999)

BOARD OF SELECTMEN - 3 years

David W. Parry (1998)

Thomas W. McAuliffe (1999)

William J. Christensen (2000)

BOARD OF ASSESSORS - 3 years

Paul R. Nelson (1998)

Arthur L. Sisson (1999)

Kirk A. Carter (2000)

SCHOOL COMMITTEE - 3 years

Gary S. Grant (1998)

Beth A. Wittcoff (1999)

Frank A. Fazio (1999)

Charles Edward Gadbois (2000)

Mary Jane Mastrangelo (2000)

NORTHBOROUGH-SOUTHBOROUGH REG. SCHOOL DISTRICT COMMITTEE - 3 years

Southborough Candidates:

Diane O. Johnson (1998)

Barry Scott Kran (1999)

Gary S. Grant (1999)

Mary Jane Mastrangelo (2000)

Beth A. Wittcoff (2000)

Northborough Candidates:

Joan G. Frank (1998)

George Boyd (1999)

Shirley Lundberg (1999)

Faith Marcello (2000)

Susan Sartori (2000)

BOARD OF HEALTH - 3 years

Suzanne H. Traini (1998)

Timothy P. Stone (1999)

Philip G. Mauch (2000)

BD. OF TRUSTEES OF SOUTHBOROUGH LIBRARY - 3 years

Helen C. "Puff" Uhlman (1998)

Fred B. Williams (1998)

Natalie J. Fantony (1999)

Marian C. O'Neill (1999)

ELECTIVE TOWN OFFICIALS (cont.)

Bd. of Trustees of Southborough Library (cont.)

Elizabeth B. White (2000)

David L. Flynn (2000)

PLANNING BOARD - 5 years

Walter E. Mattson (1998)

Richard E. Johnson (1999)

Richard F. (Chuck) Connors (2000)

Charles E. Gaffney (2001)

Donald C. Morris (2002)

ASSABET VALLEY REGIONAL VOCATIONAL SCHOOL DISTRICT COMMITTEE - 4 years

James B. Denman (2000)

SOUTHBOROUGH HOUSING AUTHORITY 5 yrs.

Esther E. Lesieur (8-2-95 State Appointee)

Charles H. Brewer (1998)

Marguerite J. Clifford (1999)

Robert P. Jachowicz (2000)

Christopher M. Uhl (2002)

APPOINTED TOWN OFFICERS

Term of Office Expires June 30 of Year

APPOINTMENTS BY THE MODERATOR:

ADVISORY COMMITTEE - 3 years

Thomas R. Emig (1998)

Claire Carberry Reynolds (1998)

David H. Davidson (1998)

James P. Knowles (1999)

Richard J. Bellotti (1999)

Roger W. Challen (1999)

M. Jeanne Sholl (2000)

Raymond Grenier (2000)

David A. Coombs (2000)

CAPITAL BUDGET PLAN. COMMITTEE - 3 yrs.

Vacancy (1995)

Paul R. Maffei (1999)

Michael J. Sullivan (1997) Thomas W. Burns (1999)

David M. Gracia (1998)

PERSONNEL BOARD - 3 years

Russell B. Millholland (1998)

Timothy Reardon McHugh (1998)

Thomas J. O'Connor (1999)

Martin F. Healey (2000)

Charles R. O'Connell (2000)

APPOINTMENTS BY THE MODERATOR: (cont.)**SCHOOL BUILDING COMMITTEE - 1 year**

Robert J. Depietri, Jr. (1998)
 John J. Noonan (1998)
 Howard D. Anderson, Jr. (1998)
 David J. Officer (1998)
 James A. Gunning (1998)
 Robert Maiorana (1998)
 Frank A. Fazio (1998)

APPOINTMENTS BY BOARD OF SELECTMEN**TOWN ADMINISTRATOR - 3 years**

Janice C. Conlin (1998)

AIDS' ACTION COMMITTEE (ad hoc) - 1 year

Judith R. Christensen (1998)
 Pamela A. Aronson (1998)
 Janet B. DeWolf (1998)
 Carol R. Sacks (1998)
 Linda R. Petry (1998)
 Vacancies (4) (1998)

**AMERICANS WITH DISABILITIES ACT (ADA)
COORDINATOR - 1 year - Janice C. Conlin (1998)****AMERICANS WITH DISABILITIES ACT
COMMITTEE (ad hoc) - 1 year**

Janice C. Conlin (1998)
 Peter C. Johnson (1998)
 Frederick M. Scott IV (1998)
 Betty Soderholm (1998)
 Karen K. Challen (1998)
 Vacancies (3) (1998)

ANIMAL CONTROL OFFICER - 1 year

Charles F. Hamel (1998)

BOARD OF APPEALS - 5 years

Peter C. Norden (1998)
 Edward C. Bassett, Jr. (1999)
 Salvatore M. Giorlandino (2000)
 Thomas M. Starr (2001)
 Joseph B. Gill (2002)

Board of Appeals Alternates - 1 year

James W. Falconi (Alternate: 1 yr. 1998)
 Frederick M. Scott IV (Alternate: 1 yr. 1998)

APPOINTMENTS BY BD. OF SELECTMEN (cont.)**BUILDING DEPARTMENT**

Inspector of Buildings (3 years)
 Peter C. Johnson (7/1/99)
 Wiring Inspector (1 year)
 James A. McCaw (1998)
 Assistant Wiring Inspectors
 Richard G. Trudel (1998)
 James J. Colleary (1998)

Appointments by Inspector of Buildings:

Plumbing Inspector/Gas Inspector
 Ronald T. Courtemanche (1998)
 Assistant Plumbing/Gas Inspectors
 Henry Pacific (1998)
 A. Richard Desimone (1998)

CABLE TELEVISION COMMITTEE (ad hoc)

- 1 year
 Russell B. Millholland (1998)
 Patricia Richardson (1998)
 Kathleen Osol (1998)
 Derya H. Cansever (1998)
 Teresa Nicole Mauro (1998)

**CENTRAL MA. RESOURCE RECOVERY
COMMITTEE (1 yr.) John W. Boland, Jr.(3-15-98)****CIVIL DEFENSE DEPT. OPERATIONAL STAFF:**

- 1 year
 Director and Chief of Fire Service
 Peter F. Phaneuf (1998)
 Deputy Director & Chief of Police Service:
 William J. Colleary, Jr. (1998)
 Communications Staff Technicians:
 Charles E. Wood (19978)
 Anthony F. Alessi (1998)
 Susan Chorey (19978)
 Michael A. Manzelli (1998)
 Emergency Medical Coordinator:
 John L. Kendall, Jr. (1998)
 Transportation Officer:
 Michael G. Gulbankian (1998)
 Chief, Water Service:
 Donald A. Buzzell (1998)
 Legal Officer:
 Frederick A. Busconi (1998)
 Operations Staff:
 John Mauro, Sr. (1998) George A. Hubley, Jr. ('98)
 Kevin R. Moran (1998) David J. Dockstader ('98)
 James J. Colleary (1998) John D. Mauro, Jr. ('98)
 Inspector of Buildings:
 Peter C. Johnson (1998)

APPOINTMENTS BY BD. OF SELECTMEN (cont.)**COMPUTERS PURCHASE COMMITTEE (ad hoc)**

1 yr. "Selection Committee for Purchasing Computers"
 Janice C. Conlin (1998)
 Mary B. Guilford (1998)
 Dorothy M. Phaneuf (1998)
 Martha R. Palmer (1998)
 John B. Butler, Jr. (1998)
 Roger W. Challen (1998)

CONSERVATION COMMISSION - 3 years

Edgar A. Phaneuf, Jr. (1998)
 Charles J. Katuska (1998)
 Richard V. Upjohn (1999)
 John H. Leeds, Jr. (1999)
 Mark S. Possemato (1999)
 Louis J. Bartolini (2000)
 Rhonda L. Russian (2000)
 Catherine D. Alsterlund (Associate) 1 yr. (1998)

COUNCIL ON AGING - 3 yrs.

Ruth C. Brefka (2000)
 Eleanor E. MacLauchlan (2000)
 Lena A. Carloni (1998)
 Mary Anne Cole (1998)
 John L. Steacie (1998)
 Margery L. Lubanko (1999)
 Richard P. Curran (1999)

CULTURAL ARTS COUNCIL - 2 years

Carolyn M. Doyle (1-18-98)
 Deborah McHorney (3-12-98)
 Martha Kay Carter (3-26-98)
 Karen Kelley Diaz (4-30-98)
 Frederick M. Scott IV (10-27-98)
 Laura M. Scott (10-27-98)
 Lynn J. McKay (12-17-98)
 Cheryl A. Griffiths (12-21-98)
 Martha M. Henderson (12-21-98)
 Clark W. Lefavour (5-23-99)
 Nancy Franz Karis (9-12-99)
 Kimberley A. O'Connor (10-7-99)
 Tracy Alexs O'Rourke (11-12-99)
 Susan L. Kallander (11-16-99)

LOCAL EMERGENCY PLANNING COMMITTEE**(SARA TITLE III) (ad hoc) - 1 year****Fire Department:**

Fire Captain John D. Mauro, Jr. (1998)

Police Department:

Police Chief William J. Colleary, Jr. (1998)

Civil Defense Department:

Captain John D. Mauro, Jr. (1998)

APPOINTMENTS BY BD. OF SELECTMEN (cont.)**Local Emergency Planning Committee (cont.)****Department of Public Works:**

Superintendent John W. Boland, Jr. (1998)

Water Division:

Donald A. Buzzell (1998)

Health Department:

Paul C. Pisinski (1998)

Local Business Community Representative:

Richard B. Crowley (1998)

Conservation Commission Representative:

Richard V. Upjohn (1998)

Public Information Representative:

Margaret Head Meehan (1998)

Board of Selectmen Representative:

Thomas W. McAuliffe (1998)

ENERGY CONSERVATION MANAGER - 1 year

Peter C. Johnson (1998)

FAYVILLE VILLAGE HALL COMMITTEE - 1 year

Caesar J. Ghiringhelli (1998)

Denson L. Satterfield, Jr. (1998)

James J. Colleary (1998)

FENCE VIEWERS - 1 year

Marc Ross (1998)

Vacancy (1998)

FIELD DRIVERS - 1 year

Richard E. Falconi (1998)

Robert C. Lagasse (1998)

FINANCIAL IMPACT COMMITTEE (ad hoc)

Kolleen Rask (1998)

John B. Butler, Jr. (1998)

Arthur K. Holmes (Assessors) (1998)

Wayne Thies (Town Planner) (1998)

Janice C. Conlin (Bd. of Selectmen) (1998)

Roger W. Challen (Advisory Committee) (1998)

Thomas W. Burns (Capital Budget Plan. Com.) (1998)

FINANCIAL PLANNING COMMITTEE (ad hoc)

Robert E. Melican (1998) Mary B. Guilford (1998)

M. Jeanne Sholl (1998) Dorothy M. Phaneuf (1998)

Thomas W. Burns (1998) Arthur K. Holmes (1998)

Janice C. Conlin (1998)

FIRE DEPARTMENT CHIEF - 3 years

Peter F. Phaneuf (3-24-98)

FIRE WARDEN - 1 year

Peter F. Phaneuf (1998)

APPOINTMENTS BY BD. OF SELECTMEN (cont.)**GRANT COORDINATOR - 1 year**

Dorothy M. Phaneuf (1998)

HERITAGE DAY COMMITTEE - 1 year

David K. Falconi (1998) Harlow Clark (1998)
Cathy Lee Gerson (1998) Carol McGowan (1998)
Janet M. Maney (1998) Brian J. Donovan (1998)
Jill W. O'Connor (1998)

HISTORICAL COMMISSION - 3 years

Donald M. Leavitt (1998)
Carol A. Gay (1998)
Michael D. Weishan (1998)
Eleanor J. Hamel (1999)
David K. Falconi (1999)
Earle Q. Watkins (2000)
Jean S. Wynn (2000)

INDUSTRIAL DEVELOPMENT COMMISSION

5 years - *Inactive*

INDUSTRIAL DEVELOPMENT FINANCING

AUTHORITY - 5 years - *Inactive*

INSECT PEST CONTROL - 1 year

Brian C. Mauro (1998)

INSPECTOR OF ANIMALS - 1 year

Lindsay S. Robbins (3-31-98)

MBTA STUDY COMMITTEE (ad hoc) - 1 year

Kathleen B. Bartolini (1998)
Patricia Murphy Capone (1998)
Mark W. Davis (1998)
Dale E. Veeneman (1998)
Martha Kay Carter (1998)
Timothy B. Stephens (1998)
William J. Christensen (Bd. of Selectmen rep.) (1998)
Richard E. Johnson (Planning Board rep.) (1998)
Harold O. Kiess (Southborough Roads Safety
Committee rep.) (1998)

METROPOLITAN AREA PLANNING COUNCIL

3 years - Charles E. Gaffney (6/19/98)

**METROWEST GROWTH MANAGEMENT
COMMITTEE - 1 year**

William J. Christensen (Selectmen rep.) (1998)

APPOINTMENTS BY BD. OF SELECTMEN (cont.)**MWRA WORKING GROUP (ad hoc) - 1 year**

Janice C. Conlin (rep. Bd. of Selectmen) (1998)
Charles E. Gaffney (rep. Planning Bd.) (1998)
Donald C. Morris (rep. Planning Bd.) (1998)
Walter E. Mattson (Alt. rep. Planning Bd.) (1998)
Edgar A. Phaneuf, Jr. (rep. Conserv. Comm.) (1998)
Peter F. Phaneuf (Fire Chief) (1998)
John W. Boland, Jr. (DPW Supt.) (1998)
Richard H. Seder (Citizen-At-Large) (1998)
Howard H. Stevenson (Citizen-At-Large) (1998)
Michael A. Form (Citizen-At-Large) (1998)
Stephen I. Levine (Citizen-At-Large) (1998)
Frederick M. Scott IV (1998)
Vacancy (Rynning) (1998)
Clark W. Lefavour (1998)
William J. Colleary, Jr. (1998)

**MUNICIPAL COORDINATOR (Right-to-Know
Law) - 1 year - Joseph C. Mauro (1998)****MUNICIPAL BLDG. PLANNING COMMITTEE**

Thomas J. McCarthy (1998)
Mary H. White (1998)
Jack Barron (1998)
Robert E. Koziel (1998)
Vacancy (School Committee rep.) (1998)

OPEN SPACE PRESERVATION COMMISSION

- 5 years

Alan E. S. Jones (1998)
Susan Ziegler (1999)
Margaret Stebbins (2000)
Elaine W. Beals (2001)
Eve Mertens (2002)

PARKERVILLE ROAD LANDFILL COMMITTEE

(ad hoc) - 1 year

John W. Boland, Jr. (DPW Supt.) (1998)
Janice C. Conlin (Town Administrator) (1998)
Philip G. Mauch (Ch., Board of Health) (1998)
Paul C. Pisinski (Health Agent) (1998)
Norman G. Nelhuebel (1998)
David W. Parry (Ch., Bd. of Selectmen) (1998)
Linda R. Petry (1998)
Joseph B. Kacevich, Jr. (1998)
Charles J. Katuska (1998)
David H. Davidson (ex-officio) (1998)

PARKING CLERK - Mary B. Guilford

APPOINTMENTS BY BD. OF SELECTMEN (cont.)**POLICE DEPARTMENT:****Chief of Police - 3 years**

William J. Colleary, Jr. (1998)

Constable - 1 year

William J. Colleary, Jr. (1998)

Jail Keeper - 1 year

William J. Colleary, Jr. (1998)

Sergeants - 2 years

William H. Webber (1999)

Frank W. Cain, Jr. (1999)

Jane T. Moran (1999)

Regular Officers - 2 years

Charles A. Keller Jr. (1999)

Robert J. Durran (1999)

David C. Hagen (1999)

Kevin J. Walsh (1999)

James F. Finneran III (1999)

Timothy J. Slatkavitz (1999)

Scott Henderson (1999)

Heath Widdiss (1999)

Frank W. Moore (1999)

William C. Harpster (1999)

Administrative Assistant to Chief of Police - 1 year

Richard L. Mattioli (1998)

Dispatchers (full-time) - 1 year

Joseph E. Bennett, Jr. (1998)

Dale J. Sawvelle, Sr. (1998)

John L. Hubley (1998)

Dispatchers (part-time) - 1 year

Eric J. Henderson (1998)

Scott VanRaalten (1998)

Jocelyn A. Gregory (1998)

Brandon K. Edwards (1998)

Reserve Officers - 1 year

Theodore Pietrasiak (1998)

Ronald G. Mattioli (1998)

Richard L. Mattioli (1998)

Paul R. Nelson (1998)

Craig A. Moran (1998)

Eric J. Henderson (1998)

Michael P. Aspesi (1998)

Martin S. Laughlin (1998)

Joseph E. Bennett, Jr. (1998)

Paul P. Connors (1998)

Brandon K. Edwards (1998)

APPOINTMENTS BY BD. OF SELECTMEN (cont.)**POLICE DEPARTMENT (cont.):****Reserve Officers (cont.) - 1 year**

Kevin Landry (1998)

Special Officers - 1 year

Edgar A. Phaneuf, Jr. (1998)

John W. Boland, Jr. (1998)

George R. Boothby (1998)

Peter F. Phaneuf (1998)

David J. Dockstader (1998)

Francis J. Fiorvanti (1998)

John D. Mauro, Jr. (1998)

James J. Colleary (1998)

Frank J. Mattioli (1998)

Kevin J. Kenney (1998)

James A. McCaw (1998)

Charles R. O'Connell (1998)

John L. Kendall, Jr. (1998)

David Maida (1998)

Robert W. Clewes (1998)

Dale J. Sawvelle, Sr. (1998)

John L. Hubley (1998)

Fredrick P. Mabardy (1998)

Scott VanRaalten (1998)

Calvin J. Mauro (1998)

Jocelyn A. Gregory (1998)

Department Armorer:

Fredrick P. Mabardy (1998)

Chaplain:

Rev. Thirburs F. Millott (1998)

POUND KEEPER - 1 year

Charles F. Hamel (1998)

PROCUREMENT OFFICER, CHIEF - 1 Year

Janice C. Conlin (1998)

PUBLIC WEIGHERS & WEIGHERS OF COAL

William Dastou, Sr. (1998) Charles L. Hunt (1998)

William Dastou, Jr. (1998) Doris Butler (1998)

**PUBLIC WORKS FOR THE TOWN OF
SOUTHBOROUGH****Superintendent of Public Works - 3 years**

John W. Boland, Jr. (2000)

Assistant Superintendent of Public Works - 1 year

Donald A. Buzzell (1998)

DESIGNER SELECTION COMMITTEE FOR PUBLIC WORKS FACILITIES (ad hoc) - 1 year**Public Works Planning Board members:**

Vacancies (3) (1998)

Henry C. Valcour, Jr. (1997)

DPW Superintendent:

John W. Boland, Jr. (1998)

Assistant DPW Superintendent:

Donald A. Buzzell (1998)

PUBLIC WORKS PLANNING BOARD - 3 years**Moderator Appointments:**

Harvey D. Bigelow, Sr. (1998)

Vacancy (1999)

Henry C. Valcour, Jr. (2000)

Planning Board Appointments:

Todd M. Pietrasiak (1999)

Vacancy (2000)

RECREATION COMMISSION - 3 years

John G. Palfrey, Jr. (1998)

Elizabeth Henry Veeneman (1998)

Christopher Crowley (1999)

Arthur R. Miner (1999)

Katherine Whitehouse (2000)

RECREATION FACILITIES COMMITTEE (ad hoc)

- 1 year

Mary Davis (1998)

Michael J. Sheridan (1998)

Joseph B. Kacevich, Jr. (1998)

Lawrence Grant Little (1998)

Janice C. Conlin (1998)

Vacancy (1998)

Gerard T. Burke (1998)

Timothy W. Kemper (1998)

Daniel A. Daluise (1998)

Jack Merrill (1998)

RECYCLING COMMITTEE (ad hoc) - 1 year

Jane A. Smith (1998)

Paul K. Vaillette (1998)

Jill H. Nagle (1998)

Michael B. Hazeltine (1998)

Ann D. Schonholz (1998)

Anthony E. D'Andrea (1998)

Vacancies (2) (1998)

REGISTRAR OF VOTERS - 3 years

Ethel N. Armstrong (4/1/98)

Philip C. Beals (4/1/99)

Charles A. Keller, Jr. (4/1/2000)

ROADS SAFETY COMMITTEE (ad hoc) - 1 year

Kevin R. Moran (1998)

Harold O. Kiess (1998)

William H. Webber (1998)

Peter S. Park (1998)

George A. Hubley, Jr. (1998)

Cathy Lee Gerson (1998)

Francine T. Schiebe (1998)

John J. Sullivan (1998)

SEALER OF WEIGHTS AND MEASURES - 1 year

Edgar A. Phaneuf (12-17-98)

SOUTHBOROUGH HOUSING OPPORTUNITY**PARTNERSHIP COMMITTEE** (ad hoc) - 1 year

William J. Christensen (Selectman) (1998)

Charles E. Gaffney (Planning Board) (1998)

Robert P. Jachowicz (Housing Auth.) (1998)

Cathy Lee Gerson (private citizen) (1998)

Robert H. Titus (private citizen) (1998)

Elizabeth A. Meyer (private citizen) (1998)

SOUTHBOROUGH SCHOLARSHIP ADVISORY**COMMITTEE** (ad hoc) - 3 years

Town Administrator: Janice C. Conlin (1998)

School Committee:

Vacancy (2000)

Assabet Valley Regional Voc. Sch. Dist. Committee:

James B. Denman (1999)

Private Citizens

Jane A. Smith (1998)

Robin A. Denman (1999)

Frederic S. Smith, III (1999)

Richard Jon Umiker (2000)

Headmaster of St. Mark's School:

Antony J. deV. Hill (2000)

Superintendent of Schools:

Robert Melican (2000)

SOS Representative:

Ann P. McWalters Greehan (1999)

SOUTH MIDDLESEX OPPORTUNITY COUNCIL

Public Representative of the Board of Selectmen to

Board of Directors - 1 year

Edgar A. Phaneuf, Jr. (10/21/98)

TOWN ACCOUNTANT - 3 years

Dorothy M. Phaneuf (6-30-98)

APPOINTMENTS BY BD. OF SELECTMEN (cont.)**TOWN CEMETERY STUDY COMMITTEE - 1 year**

Appointment by Moderator:

George F. Killam (1997)

Appointments by Selectmen:

Cornelius A. Ferris (1998)

Robert B. Bezokas (1998)

Thirburs F. Millott, Jr. (1998)

Robert H. Marsh (1998)

TOWN COUNSEL AND SPECIAL MUNICIPAL EMPLOYEE - 1 year - Frederick A. Busconi (1998)**SPECIAL COUNSELS AND SPECIAL MUNICIPAL EMPLOYEES - 1 year**

Demitrios M. Moschos (1998)

Peter J. Dawson (1998)

TRAFFIC STUDY COMMITTEE (ad hoc) - 1 year

David W. Parry (representing Selectmen) (1998)

Frank A. Fazio (rep. Finn School Safety Com.) (1998)

Christopher D. McCarthy (rep. Neary/Trottier Schools Safety Committee) (1998)

Charles E. Gaffney (rep. Planning Board) (1998)

Amy S. Coombs (1998)

Cathy Lee Gerson (1998)

Linda C. Hubley (1998)

Joseph E. Green (1998)

John W. Boland, Jr. (ex-officio) (1998)

Wayne Thies (ex-officio) (1998)

TREASURER/COLLECTOR - 3 years

Mary B. Guilford (1998)

ASSISTANT TREASURER/COLLECTOR - 1 year

Jennifer A. Bishop (1998)

TREE WARDEN - 1 year

Brian C. Mauro (1998)

TRUST FUND ADVISORY COMMITTEE (ad hoc) - 1 year

John B. Butler, Jr. (1998)

Paul R. Maffei (1998)

Vacancy (1998)

UTILITIES DEREGULATION COMMITTEE

(ad hoc) - 1 year

Christopher D. McCarthy (1998)

Jonathan L. Feinstein (1998)

Lincoln Lynch (1998)

Bert Lannon (1998)

Janice C. Conlin (1998)

Philip A. Jenks (1998)

APPOINTMENTS BY BD. OF SELECTMEN (cont.)**VETERANS' AGENT AND BURIAL AGENT - 1 yr.**

Irene Burkis Tibert (1998)

VETERANS' GRAVE OFFICER - 1 year

Irene Burkis Tibert (4/1/98)

WORKPLACE SAFETY COMMITTEE (ad hoc) - 1 year

Janice C. Conlin (1998)

William J. Colleary, Jr. (1998)

John W. Boland, Jr. (1998)

Peter F. Phaneuf (1998)

P. Brent Trottier (1998)

Mary B. Guilford (1998)

Paul C. Pisinski (1998)

Peter C. Johnson (ex-officio) (1998)

YOUTH COMMISSION - 3 years

Robert L. Cardoos (1998)

Martin R. Luloff (1998)

Vacancy (1998)

Marina A. Giovannini (1999)

William M. Egan, Jr. (1999)

Vacancy (1999)

Melinda L. Janko (2000)

APPOINTMENTS BY BOARD OF ASSESSORS**ASSISTANT ASSESSOR/APPRaiser - 3 years**

Arthur K. Holmes (6/30/98)

APPOINTMENTS BY BOARD OF HEALTH**AGENT TO THE BOARD OF HEALTH**

Paul C. Pisinski

BURIAL AGENT

Paul J. Berry

APPOINTMENT BY TOWN CLERK**ASSISTANT TOWN CLERK - 1 year**

Constance C. Maida (retired effective 7/10/97)

Gina M. Mingace

ADMINISTRATION

**Board of Selectmen
Town Accountant
Board of Assessors
Treasurer/Collector**

BOARD OF SELECTMEN

Memorandum of Agreement between the Town and the MWRA

The Town of Southborough has successfully negotiated an agreement to avoid and minimize the impacts in Southborough arising from the construction of the MetroWest Water Supply Tunnel and the Walnut Hill Water Treatment Plant in October of 1995. After three years of negotiations, on May 21, 1997, the Director of the Massachusetts Water Resources Authority and the Southborough Board of Selectmen signed a Memorandum of Agreement. It is important to note that in addition to the commitments made by the MWRA in this Memorandum of Agreement, the MWRA must also adhere to numerous other requirements protective of the Town of Southborough which were developed during the process required by the Massachusetts Environmental Policy Act ("MEPA"). Representatives of Southborough were also actively involved in the MEPA process and in shaping the commitments that were ultimately adopted by the Executive Office of Environmental Affairs.

In total, the MOA is a 58 page document with 12 appendices which sets forth the detailed obligations of the MWRA to minimize the impacts to the Town of Southborough arising during the construction projects. The participants in the negotiation process included the Board of Selectmen, the Director and staff of the Southborough Department of Public Works, the Southborough Fire Chief, the Town Administrator, volunteer members of the Southborough Working Groups, and the environmental counsel to the Town of Southborough, Lauren Stiller Rikleen from Bowditch and Dewey P.C. In the agreement the MWRA has agreed to financially assist the Town as follows:

Water Supply Contingency Plan

- Municipal water delivered to homes within the Band (an area parallel to the tunnel alignment where the tunnel construction could affect private wells) that have elected to be connected to the new municipal water supply pipes installed during tunnel construction;
- Municipal water delivered to homes outside of the Band if private wells were impaired as a result of tunnel construction, in which case new municipal water supply would be installed;
- The cost of engineering assistance with respect to implementation of the Water Supply Contingency Plan;
- The cost of an Inspector/Clerk of the Works to provide construction oversight for the new water mains;
- Reimbursement for up to 750 hours per year for administrative and clerical functions performed by the Town in connection with implementing the Water Supply Contingency Plan.

Fire Department

- Funds for training the Fire Department for incident command and surface rescue;
- Funds to review and oversee the MWRA's blasting program within the Town.

In addition to the above financial considerations, the MWRA has agreed to:

- Complaint Hotline that is available 24 hours per day;
- Expeditious response to claims of damage or property loss within 30 days;
- Dispute resolution that includes the use of a neutral mediator;
- Penalties imposed on MWRA contractors who violate any mitigation measures;
- Future water supply commitments – Increase the 150,00 gallons of water per day received by the Town without charge to 300,000 gallons per day;
- Traffic Mitigation - Truck traffic is significantly restricted within the Town and will be routed along Route 9. Trucks are not permitted on Route 85;
- Noise levels that must be within certain limits, with time restrictions on noisy activities. Noise monitors are in continuous use at Shafts D and E to monitor the noise;
- Disinfection, Odor Control and Chemical safety – The use of gaseous chlorine and ammonia in the disinfection process of the treatment plant are prohibited. Use of aqueous sodium hypochlorite and aqueous ammonium hydroxide as a secondary disinfectant may only be used in concentrations that do not require the evacuation of the public in the event of a spill;
- Treatment Plant Facility Location – The MWRA will maximize the distance from Southborough residences and will work with the Massachusetts District Commission to dedicate certain land in the southern and eastern sections of the Walnut Hill site as a visual buffer zone.

Board of Selectmen (cont.)

The Board of Selectmen is committed to vigilant oversight of the terms of the MOA, and will do all it can to ensure that the residents of Southborough experience as few impacts as possible resulting from these projects. The Town will provide periodic briefings to the community to keep residents informed throughout the process.

Chapter 61 – Open Space

Massachusetts General Laws Chapter 61 permits property owners of five acres or more to exempt their property from real estate taxes, up to 80% in some cases, for certain land uses. If the owner decides to sell his/her property held under Chapter 61 for development, and enters into a purchase and sale agreement, this agreement must be contingent on the Town's option to purchase the property or assign the contract to a non-profit conservation organization. In past years in most cases, the Board of Selectmen has not exercised its right to either purchase or assign its rights. One exception is the Philips property, which was purchased in 1993. Due to the explosion of growth and the realization that a considerable amount of farm land and wood lots would soon be lost to development, the Board of Selectmen struggled to decide the fate of two significant pieces of exempt property under Chapter 61; the Lebewohl property on Pine Hill Road and the Schipper property on Fisher Road. Other properties were also proposed for sale, but withdrawn.

After lengthy deliberations and public meetings, the Board decided that purchasing these properties for open space was not a viable option because of the cost. The Lebewohl property was \$3.37 million for 69 acres and the Schipper property was \$1.65 million for 29 acres. Therefore, the Board did not call a special town meeting or a special election to purchase these properties. Instead of purchase by the Town, the Selectmen considered the alternative of assigning the right to purchase the properties to non-profit conservation organizations.

In the case of the Lebewohl property, the Selectmen considered an assignment to the Trust for Public Land, a national non-profit conservation organization. Chapter 61 requires the non-profit organization to preserve at least 50% of the property. As a result, the developer for the property agreed to build fewer units than originally proposed, so that 40% of the property would remain in open space. This convinced two of the three Selectmen not to exercise the Town's option to assign the Town's rights to the Trust for Public Land.

In the case of the Schipper property, the outcome was different. Again several long meetings were held to discuss this opportunity to preserve open space. The majority of the Board with one dissenting vote agreed to assign the Town's rights to the Sudbury Valley Trustees (SVT). During negotiations, the developer again significantly scaled down the density of the development, but not to the lower level proposed by SVT. This vote was significant because it was the first time ever that the Town elected to assign its rights under Chapter 61.

Because of the wide interest provoked by these hearings, and the ever increasing presence of new development and loss of open space throughout Town, the Board has made a commitment to place on the 1998 April Town Meeting an authorization to borrow a sum of money for the purpose of preserving open space in the future.

Traffic Study

In April of 1997, the Town Meeting appropriated \$35,000 to study the long term consequences and impact on traffic and safety caused by continued growth, possible remedies, including alternative crossings of Route 9, traffic calming and sidewalks, their practical feasibility and costs. The study has included a survey sent to all residents in the study area, an evaluation of several intersections and options for alternative crossing of Route 9, and finally projections of traffic growth in the study area for the next ten years. The data-collecting phase of the study has concluded. The next step is some solutions to be presented and funded by the Town Meeting in April of 1998.

MBTA Train Station

The new commuter rail station will be located just west of Route 85, south of Southville Road, and is expected to be operational before year 2000. Construction has been delayed because of a lawsuit unrelated to Southborough. The issue is whether all the new MBTA stations will have to provide high-level platforms to provide for handicapped accessibility. At present, MBTA is proposing low-level platforms, plus a special retractable section for handicapped access at one end of each platform. MBTA claims that retractable platforms are needed to accommodate wide freight trains. This issue is expected to be resolved before 1999, either by new legislation or a lawsuit. Southborough is not involved in this matter.

Board of Selectmen (cont.)

After many years' effort, the Board of Selectmen and our special Town MBTA Committee have successfully negotiated the basic elements of an agreement with MBTA, dealing with Southborough's station design and its impact. Parking will be located mostly south of the tracks, with a smaller lot north of the tracks. New sidewalks will be built under the new bridge, along Southville Road to Liberty Estates, up Route 85 to Richards Road, and up Woodland Road to Richards Road. The intersection of Woodland Road and Route 85 will be modified for better safety and less speed. New traffic signals will be installed at Route 85/Southville Road, along with roadway widening. The "Cordaville Triangle" will be purchased to provide for road widening and sidewalks, and the remainder will become an attractive Town common. Similar to the common on Main Street in front of the Town House. The Selectmen are proposing that the Town contribute to the purchase and improvement of the new Town common.

Administration

The Board of Selectmen voted to lease the vacated Water Department Building to the Historical Society. The building was originally a one-room schoolhouse, which the Historical Society intends to restore and use as a museum and repository for its historical artifacts and records.

The Selectmen reinstated the Cable Television Committee to negotiate a new contract, which expires in 2000.

A Utilities Deregulation Committee was appointed to investigate cost-effective options for the Town and its residents to aggregate the load for electricity. As of March 1, 1998, the purchase of energy will no longer be regulated by the Mass. Dept. of Public Utilities.

This year the Town bid a farewell to Lewis and Connie Maida. Lewis was the custodian for the Town House, Police Station and Fayville Hall for twenty years. He also was the manager of the food service at Fay School. Connie was the Assistant Town Clerk to Paul Berry for 25 years. Both will be missed not only as employees of the Town but as caring citizens of the community.

**TOWN ACCOUNTANT - COMBINING BALANCE SHEET
ALL FUND TYPES AND ACCOUNT GROUPS
AS OF JUNE 30, 1997.**

ASSETS

	<u>GOVERNMENT FUND TYPES</u>			<u>FIDUCIARY FUND TYP</u>	<u>ACCOUNT GROUP</u>	<u>TOTALS</u>
	<u>GENERAL</u>	<u>SPECIAL REVENUE</u>	<u>CAPITAL PROJECTS</u>	<u>TRUST & AGENCY</u>	<u>GENERAL LONG-TERM OBLIGATIONS</u>	<u>(MEMO ONLY)</u>
Cash and short-term investments	4,447,842	1,247,917	8,578,948	542,613		14,817,320
Other investments				2,871,977		2,871,977
RECEIVABLES:						
Real estate/Personal property taxes	236,187					236,187
Tax liens and foreclosures	391,592	9,859				401,451
Motor vehicle excise	96,593					96,593
User charges		36,667				36,667
Water liens receivable		4,961				4,961
Other						
Less: Allowance for uncollectibles and abatements	-236,509					-236,509
Due from other governments						
Amount to be provided for retirement of long-term obligations					1,520,000	1,520,000
TOTAL ASSETS	<u>4,935,705</u>	<u>1,299,404</u>	<u>8,578,948</u>	<u>3,414,590</u>	<u>1,520,000</u>	<u>19,748,647</u>

LIABILITIES AND FUND BALANCES

Warrants payable and accrued expenses	236,459	12,109		12,750		261,318
Bonds payable			9,500,000		1,520,000	11,020,000
Deferred revenue	432,137	51,487				483,624
Other liabilities	7,535			29,850		37,385
TOTAL LIABILITIES	<u>676,131</u>	<u>63,596</u>	<u>9,500,000</u>	<u>42,600</u>	<u>1,520,000</u>	<u>11,802,327</u>

FUND BALANCES:

Reserved for Continued Appropriations	1,317,960	482,092				1,800,052
Reserved for FY 1998 Appropriations	1,161,132	392,500				1,553,632
Other	400					400

UNRESERVED:

Over/Under assessment	-3,985					-3,985
Unprovided Abate/Exemptions	-1,984					-1,984
Designated			-921,052	3,371,990		2,450,938
Undesignated	1,786,051	361,216				2,147,267
TOTAL FUND BALANCES	<u>4,259,574</u>	<u>1,235,808</u>	<u>-921,052</u>	<u>3,371,990</u>	<u>0</u>	<u>7,946,320</u>
TOTAL LIABILITIES AND FUND BALANCES	<u>4,935,705</u>	<u>1,299,404</u>	<u>8,578,948</u>	<u>3,414,590</u>	<u>1,520,000</u>	<u>19,748,647</u>

TOWN OF SOUTHBOROUGH, MASSACHUSETTS

Combined Balance Sheet - All Fund Types and Account Group

June 30, 1997

	Governmental Fund Types			Fiduciary Fund Types	Account Group	
Assets	General	Special Revenue	Capital Projects	Trust & Agency	General Long-Term Obligations	Total (Memorandum Only)
Cash and Short-Term Investments	\$ 4,447,842	\$ 1,247,918	\$ 8,578,949	\$ 542,613	\$ -	\$ 14,817,322
Other Investments	-	-	-	2,871,977	-	2,871,977
Receivables:						
Property Taxes	236,187	-	-	-	-	236,187
Tax Liens and Foreclosures	391,592	9,859	-	-	-	401,451
Motor Vehicle Excise	96,593	-	-	-	-	96,593
User Charges	-	36,667	-	-	-	36,667
Water Liens	-	4,961	-	-	-	4,961
Property Taxes Billed in Advance	5,365,420	-	-	-	-	5,365,420
Less: Allowance For Abatements	(236,509)	-	-	-	-	(236,509)
Amounts To Be Provided for Retirement of Long-Term Obligations	-	-	-	-	1,663,915	1,663,915
Total Assets	\$ 10,301,125	\$ 1,299,405	\$ 8,578,949	\$ 3,414,590	\$ 1,663,915	\$ 25,257,984
Liabilities and Fund Balances						
Warrants Payable	\$ 229,677	\$ 12,109	\$ 303,251	\$ 12,750	\$ -	\$ 557,787
Other Accrued Liabilities	6,782	-	-	-	-	6,782
Notes Payable	-	-	9,500,000	-	-	9,500,000
Bonds Payable	-	-	-	-	1,520,000	1,520,000
Deferred Revenue	5,797,557	51,487	-	-	-	5,849,044
Other Liabilities	7,535	-	-	29,850	143,915	181,300
Total Liabilities	6,041,551	63,596	9,803,251	42,600	1,663,915	17,614,913
Fund Balances:						
Reserved For Encumbrances	1,317,960	72,778	-	-	-	1,390,738
Reserved For Other	400	-	-	-	-	400
Unreserved:						
Designated	1,161,132	801,815	(1,224,302)	3,371,990	-	4,110,635
Undesignated	1,780,082	361,216	-	-	-	2,141,298
Total Fund Balances	4,259,574	1,235,809	(1,224,302)	3,371,990	-	7,643,071
Total Liabilities & Fund Balances	\$ 10,301,125	\$ 1,299,405	\$ 8,578,949	\$ 3,414,590	\$ 1,663,915	\$ 25,257,984

See accompanying notes to general purpose financial statements.

TOWN OF SOUTHBOROUGH, MASSACHUSETTS

Statement of Revenues and Expenditures Budgetary Basis - General Fund

Year Ended June 30, 1997

	Final Budget	Actual	Variance Favorable (Unfavorable)
Revenues:			
Property Taxes	\$ 10,478,027	\$ 10,727,597	\$ 249,570
Excise Taxes	745,000	1,089,436	344,436
Licenses and Permits	80,000	159,611	79,611
Fines	120,000	125,274	5,274
Departmental Charges for Services	186,800	303,582	116,782
Intergovernmental	874,995	884,233	9,238
Investment Income	195,000	416,261	221,261
Payments in Lieu of Taxes	190,000	230,008	40,008
Other	-	32,027	32,027
Total Revenues	12,869,822	13,968,029	1,098,207
Expenditures:			
General Government	1,385,415	1,324,203	61,212
Public Safety	1,677,855	1,652,593	25,262
Education	7,524,467	7,519,303	5,164
Public Works	1,281,456	1,255,177	26,279
Human Services	119,606	106,918	12,688
Recreation and Culture	377,835	374,410	3,425
Debt Service	419,847	419,847	-
State and County Assessments	53,103	60,617	(7,514)
Employee Benefits	1,128,110	1,056,261	71,849
Insurance	115,780	145,481	(29,701)
Total Expenditures	14,083,474	13,914,810	168,664
Excess (Deficiency) of Revenues over Expenditures	(1,213,652)	53,219	1,266,871
Other Financing Sources (Uses):			
Operating Transfers In (Out)	(2,509)	7,419	9,928
Excess (Deficiency) of Revenues over Expenditures and Other Financing Sources (Uses)	\$ (1,216,161)	\$ 60,638	\$ 1,276,799

See accompanying notes to general purpose financial statements.

**TOWN ACCOUNTANT
REVOLVING FUNDS ACTIVITY - FISCAL 1997**

<u>ACCOUNT</u>	<u>OPENING BALANCE 7/1/96</u>	<u>RECEIPTS</u>	<u>LESS EXPENDITURES</u>	<u>CLOSING BALANCE 6/30/97</u>
CONSERVATION COMM. GARDENS	264	60	100	224
RECREATION COMMISSION	20,345	154,522	149,208	25,659
CULTURAL ARTS COMMISSION	12,870	12,924	8,000	17,794
AMBULANCE DONATIONS	3,469	2,082	2,822	2,729
TOWN HISTORY BOOK DEPOSITS	2,567	0	0	2,567
TOWN HISTORY PRINTING	5	0	0	5
FIRE-HAZARDOUS MATERIALS	4,877	4,811	4,436	5,252
TOTAL REVOLVING FUNDS	44,397	174,399	164,566	54,230

**REVOLVING FUNDS FOR DEPARTMENTAL PROGRAMS
(G.L. CH. 44,S.53E 1/2)**

	<u>OPENING BALANCE 7/1/96</u>	<u>RECEIPTS</u>	<u>LESS EXPENDITURES</u>	<u>CLOSING BALANCE 6/30/97</u>
<u>YEAR ENDING JUNE 30, 1997:</u>	672	38,304	34,934	4,042

	<u>OPENING BALANCE 7/1/97</u>	<u>RECEIPTS</u>	<u>LESS EXPENDITURES</u>	<u>CLOSING BALANCE 12/31/97</u>
<u>FISCAL 1998(7/1-12/31/97):</u>	4,042	26,630	26,226	4,446

BOARD OF ASSESSORS

New construction and home improvements continued at an aggressive pace during 1997. We have become the most desirable town to live in throughout the metro-west region. Coupled with all of this growth, our services, particularly the schools, will have a significant impact on your tax bills in fiscal year 1998 and well into the new century.

We have completed another triennial recertification of the property values for fiscal year 1998. Unfortunately the process did not go as smoothly as prior certifications due to additional requirements imposed upon our assessing staff by the Department of Revenue. We did not stand alone, however, as a number of communities were in the same category and had to issue third quarterly estimated bills.

One issue that surfaced during the year was the withdrawal of land from the Farm Land Agricultural program known as Chapter Lands. Owners of the tracts of land (minimum) five acres and meeting the certification requirements under the general laws of the Commonwealth received a lesser assessed value if they farmed the land or cut timber. With the economy booming, several owners were approached by developers to change the use to residential. Concerns were raised as Selectmen faced the decision to accept first offers or let it go for development. With the problems of exploding school populations and other financial demands, developers were given the approval to build with conditions that open space be considered in each sub-division.

This prompted Town officials to begin looking at future land development and the costs attributed to it. One such study was accomplished utilizing graduate students from the University of Massachusetts, Amherst.

Four land use categories were selected:

Residential-Single Family and multiple units and accessory land up to ten acres;
Commercial/Industrial properties;
Institutional-properties classified as tax exempt under Federal and State statutes; and
Open land-property classified as open space, farm, forestry and recreational land.

Conclusions: Land use ratios.

RESIDENTIAL LAND USE costs taxpayers \$1.03 for every dollar generated through the tax rolls.

COMMERCIAL/INDUSTRIAL: We spent 26 cents for every dollar reflecting a very small land use costs for this type of income-producing property. If we were to pursue marketing this property, particularly in selected areas, revenue generated could support the open-space acquisition.

OPEN SPACE reflected a 45 cent cost to every dollar generated.

There are many benefits not mentioned in this study which supports the existence of the current open space that we have. The feasibility of retaining these undeveloped lands for future generations rests with the taxpayers.

INSTITUTIONAL LAND USE: Our costs were \$1.06 for every dollar generated. This is mainly due to the tax exempt status and the payment-in-lieu of taxes made by several institutions. Recognizing the higher costs of the town services, a number of amenities are realized by the Town for this land use.

Future budgeting to support the land use costs as depicted in this study will provide guidelines in the years ahead.

TREASURER

FISCAL YEAR

July 1, 1996 - June 30, 1997

Receipts and Disbursements

General Fund

Cash and investments on hand 7/1/96	5,983,925
Receipts	30,026,942
Disbursements	<u>21,684,642</u>
Cash on hand 6/30/96	14,326,225

Earnings

Amount

Interest on ban - Trottier School (4 mos.)	136,472
Interest earned on investments	280,759
Interest received on delinquent taxes	32,857
Interest earned on trust funds	180,267
Fees received on municipal lien certificates	10,625
Fees on motor vehicle and real estate	<u>11,534</u>
Total	516,042

Debt

Issue	Original Amount	Debt Remaining After 6/30/97	Fiscal Years Remaining
Library	1,300,000	260,000	2
Water extension	300,000	60,000	1
Storage Tanks	500,000	300,000	3
DPW Building	1,000,000	900,000	9

Bond Anticipation Note

Trottier School	9,500,000
-----------------------	-----------

TOWN COLLECTOR

Year	Opening Balance 7/1/96	Commitments	Reversed Abatements or Refunds	Payments	Adjustments and Abatements	Transfer to Water Lien	Transfer to Tax Title	Closing Balance 6/30/97
------	------------------------------	-------------	---	----------	----------------------------------	---------------------------------	--------------------------------	-------------------------------

MOTOR VEHICLE EXCISE

1993	7,471			2,539	4,901			31
1994	5,109			1,336	4,310			-537
1995	3,779	9,006	2,297	12,095	3,217			-230
1996	54,374	170,913	26,152	197,359	37,549			16,531
1997		949,785	10,203	854,237	30,599			75,152

WATER

RATES	37,460	691,340	87	672,821	1,282	26,681		28,103
OTHER								
CHGS.	6,893	128,276		121,702	4,233			9,234
LIENS:								
1997		26,681		22,494	580			3,607

PERSONAL PROPERTY

1996	3,373			657				2,716
1997	169,320	368,672	1,609	360,029	173,058			6,514
1998		204,853						204,853

REAL ESTATE

1994	7,349				2,701			4,648
1995	10,737			3,726	722			6,289
1996	99,681		17,138	84,726	453		20,760	10,880
1997	5,095,427	10,357,447	30,178	10,138,519	5,156,275		51,311	136,947
1998		5,160,567						5,160,567

TOWN SERVICES

Building Department
Conservation Commission
Cultural Arts Council
Recreation Commission
Department of Public Works
Marlborough Addictions Referral Center
Southborough Housing Authority
Southborough Library
Historical Commission
Veterans' Services
Southborough Youth Commission
Council on Aging

BUILDING DEPARTMENT

PERMITS ISSUED BY TYPE OF PERMIT AND FEES COLLECTED

<u>NUMBER</u>	<u>TYPE</u>	<u>FEES COLLECTED</u>
341	Building Permits Issued	\$191,869
352	Wiring Permits Issued	18,413
215	Plumbing Permits Issued	23,055
140	Gas Permits Issued	<u>5,290</u>
Total Permit Fees:		\$238,627

BUILDING PERMITS BY TYPE OF PROJECT AND CONSTRUCTION COST

<u>NUMBER</u>	<u>TYPE</u>	<u>VALUATION</u>
69	Single Family Residences	\$11,687,124
121	Residential Additions/Alt/Repairs	2,069,797
7	New Commercial Buildings	10,036,662
31	Commercial Additions/Alt/Repair	4,081,964
113	Miscellaneous Permits (swimming pools, wood burning stoves, signs, tents, demolition, etc.)	<u>848,297</u>
Total Valuation:		\$28,723,844

Based on an estimate of 2800 dwelling units within the town, the 69 new residential units represent a yearly growth rate of about 2.5%.

The new commercial buildings consist of a warehouse/office building at 155 Northboro Road, new office buildings at 257 and 259 Turnpike Road, and a sewage treatment facility for the Southwood project located at 6 Wildwood Drive.

The largest of the commercial alterations include major renovations at 33 Turnpike Road - NE Center for Children, 251 Turnpike Road - Farrell Volvo, 356 Turnpike Road - Data General, and 365 Turnpike Road - Exxon.

CONSERVATION COMMISSION

The Southborough Conservation Commission is charged with the enforcement of General Laws, Chapter 131, Section 40, Wetlands Protection Act and the Southborough Wetlands By-Law. The jurisdiction is limited to land or water areas bordering on or under water bodies and land subject to flooding and riverways. The Commission must consider if an activity affects any of these statutory interests: public water supply, groundwater, flood control, storm damage prevention, prevention of water pollution, shellfish, fisheries, (if applicable) and wildlife habitat. The Commission is required to hold a Public Hearing if the activity affects any of these statutory interests.

In 1997 the Commission held 51 public hearings:

010/9/97	Wedgewood Developers, Inc.(8 Southwood Drive)
01/09/97	Wedgewood Developers, Inc. (6 Southwood Drive)
01/09/97	Wedgewood Developers, Inc. (7 Candlewood Drive)
01/09/97	Wedgewood Developers, Inc. (6 Candlewood Drive)
01/09/97	Wedgewood Developers, Inc. (10 Beechwood Drive)
01/09/97	Wedgewood Developers, Inc. (8 Beechwood Drive)
01/09/97	Wedgewood Developers, Inc. (7 Southwood Drive)
01/09/97	W. H. Realty Trust (50 Turnpike Road)
01/09/97	Steven Courtwright (30 Bigelow Road)
01/30/97	MWRA (Water Main Improvements)
02/20/97	Triton Construction (162 Cordaville Road - Town Center)
03/13/97	William Cusano (Lot 14 Lovers Lane)
04/03/97	Wedgewood Developers, Inc. (12 Southwood Drive)
04/03/97	Wedgewood Developers, Inc. (9 Southwood Drive)
04/03/97	Wedgewood Developers, Inc. (10 Southwood Drive)
04/03/97	James & Kimberly Hilbert (10 Presidential Drive)
04/03/97	Farrell Motors, Inc. (251 Turnpike Road)
04/24/97	Deborah & Barry Thompson (3 Bridge Street)
05/05/97	Kathryn & John Cook (11 Graystone Way)
05/05/97	Roscoe Gardner (7 Prentiss Street)
05/05/97	Anthony & Elizabeth Speranzella (6 Eastbrook Farm Lane)
06/05/97	Peter Bemis (7 Eastbrook Farm Lane)
06/05/97	St. Mark's School (30 Marlboro Road - Athletic Field)
06/26/97	Printing Industries of New England (5 Crystal Pond Road)
07/17/97	Albro Northwind, Inc. (2 Southwood Drive)
07/17/97	Albro Northwind, Inc. (4 Southwood Drive)
08/07/97	Paul Maggiore Builders (155 Northboro Road)
08/07/97	S.S. Framingham Realty (Willow Street @ Firmin Avenue)
08/28/97	Engineering Design Consultants (5 Eastbrook Farm Lane)
08/28/97	Nancey Denardo (45 Flagg Road)
08/28/97	D & M (11 Brook Lane)
08/28/97	Robert G. Murphy (63 Deerfoot Road)
09/18/97	Kathann & Gary Bertone (3 Valade Court)
09/18/97	Charles Gaffney (211 Middle Road)
09/18/97	Robert Durran (13 Oregon Road)
10/09/97	Davis Development Co. (20 Wood Street)
10/30/97	Inguanti Real Estate Corp. (27 Edgewood Road)
10/30/97	Paul Maggiore Builders Corp. (Northboro Road - Road Widening)
11/20/97	Danforth Development Corporation (1 Oland Lane)
11/20/97	Danforth Development Corporation (2 Oland Lane)
11/20/97	Danforth Development Corporation (4 Oland Lane)
11/20/97	Danforth Development Corporation (6 Oland Lane)
11/20/97	Danforth Development Corporation (8 Oland Lane)
11/20/97	Danforth Development Corporation (10 Oland Lane)
11/20/97	Danforth Development Corporation (Gilmore Road -- Road and Utilities for Warner Estates)

Conservation Commission (cont.)

11/20/97	Rizzo Associates, Inc. (Mass Highway I-495 Proposed Interchange)
12/11/97	Kepa Homes Corp. (2 Nichols Drive)
12/11/97	Kepa Homes Corp. (3 Nichols Drive)
12/11/97	Kepa Homes Corp. (4 Nichols Drive)
12/11/97	Kepa Homes Corp. (5 Nichols Drive)
12/11/97	Bruce M. Pitts (5 Spring Meadow Drive)

The Conservation budget for FY' 1997 was \$1,025, offset by \$7,375.00 generated by filings in 1997.

The Community Gardens continued its 21st year at Middle Road under the able leadership of Kay Alsterlund. The gardens were nearly at full capacity this year.

Ray Davis of Breakneck Hill Road continues to volunteer his services at the Southborough Conservation Orchard by continuously maintaining the land and enhancing the rural character of Southborough by raising Belted Galloway Cattle at the Orchard.

The Commission continues to be an active participant of the Metrowest Water Protection Committee.

The Commission thanks all Town officials, employees and townspeople who have been of assistance to us this past year and invites the participation of all residents in our future work.

CULTURAL ARTS COUNCIL

The Southborough Cultural Arts Council oversees the activities and operations of the Arts Center. The board meets the first Monday of the month at 7:30 p.m. and meetings are open to members of the community.

As representatives of the Massachusetts Cultural Council, a state agency partially funded by the National Endowment for the Arts, the Council was awarded grants totaling \$6,915.18 in November 1997. The amount is more than double of previous years because of a grant for matching funds. Only local councils with active fundraising of their own were eligible. There was also a small sum of unspent funds from last year. The following programs were funded: Northborough/Southborough Music Association. The Southborough Players, The Adult Day Center, The Greater Marlboro Symphony Orchestra, Assabet Valley Mastersingers, Southborough Organization for Schools for Finn and Woodward, Symphony Pro Musica, Orchestra Elan, the Arts Center at Southborough, and PASS funding for Algonquin students to attend several concerts.

With a primary goal of enhancing the artistic life of the community, the Arts Center hosted an extraordinary schedule of exhibitions, a varied choice of adult and children's classes and workshops, and the ever popular Saturday Children's Series.

The major fundraising efforts of the year were the republication of the Southborough Telephone Directory, "Paint the Town", and the Meadow Muffin Contest. The telephone directory was distributed to all households in Southborough in the Summer. "Paint the Town" combined a series of parties at the homes of generous Arts Center friends with a Southborough invitational exhibition at the Center. The Meadow Muffin Contest was held in the fall and great fun was had by all.

A special accomplishment this year was the replacement of the Arts Center's old boiler. This could not have been accomplished without the help of town and school officials to whom we are grateful.

A sincere thanks to all who have joined and remained members of the Arts Center. We count on your support to continue with your efforts to provide cultural activities to our community. We exist because of your interest and generosity.

None of our activities would be possible without the tireless work of the volunteer Arts Council. While we welcome new members, we reluctantly said farewell to some valued members including Cindy Hurvitz, Sandy Ekberg, Karen Diaz and Tina Daley. The present Council includes Carolyn Doyle, Fred Scott, Laura Scott, Marty Henderson, Susan Kallander, Cheryl Griffiths, Debbie McHomey, Nancy Karis, Clark Lafavour, Kay Carter, Lynne McKay, Kim O'Connor, Sue Ruskowski, Kelli Wagner, and Tracy O'Rourke. To all past and present Council members our heartfelt thanks for their commitment to our community. A special thanks to Ruth Kennedy for her continuing support with exhibits.

Finally, as we welcome a new Director to the Arts Center, Lisa Vernooy, we thank outgoing Director Lynda Thomas, whose tireless enthusiasm and work sustained the Center through another year as a source of enrichment to Southborough.

RECREATION COMMISSION

"He that will make a good use of any part of his life must allow a large part of it for recreation."-----John Locke

Quality of life for people and a community can encompass a number of factors. Among those factors are **individual, community, environmental, and economic** benefits:

Individual

full and meaningful life
balance between work and play
life satisfaction
quality of life
personal development and growth
self esteem and self reliance
sense of accomplishment
creativity and adaptability
problem solving and decision making
physical health and maintenance

Community

strong and vital
connected families
ethnic and cultural understanding and harmony
community pride
support for youth
lifelines for the elderly
reduced alienation
reduced delinquency
outlets for conflict resolution
understanding

Economic

economic stimulant
reduced health care costs
reduced vandalism and crime
revenue generator
enhanced land values
catalyst for tourism
productive work force

Environmental

environmental health & protection
catalyst for relocation
physical health and well-being
stress reduction
source of community pride
enhanced property values
clean air and clean water
preservation of open space
protection of the ecosystem

Individual/Community

Recreation brings meaning, purpose, and pleasure to people's lives. It contributes to both the years in one's life as well as the life in those years. A report from the Surgeon General on Physical Activity and Health States that "People of all ages, both male and female, benefit from regular physical activity." Recreational activities in general provide health benefits to individuals. However, without facilities and fields in which to run these activities, residents will not realize these benefits. That is one of the reasons the Recreation Commission has worked so diligently on the **Field Use Policy** and more recently the **Policy for Use of Town Recreational and School Facilities**. The expanding number of recreational and school facilities becoming available and the projected increase in programs in Southborough gives rise to a need to find an equitable means for scheduling and the use of school and town recreational facilities. Recognizing that there are many well run sports programs in town, the Recreation Commission, at the request of the selectmen, has stepped in to structure and administer policy that will provide not only a fair scheduling method but also ensure that: fields and facilities are well maintained (not overused); and that use is structured so that one single area is not impacted by parking or traffic problems.

Recreation Commission (cont.)

Diverse Recreational Choices

In an effort to facilitate all types of recreational activities bi-annual meetings are held with groups who program activities and events. This has helped organizations program more efficiently and eliminate overlap or competition in programs.

In addition to enhancing a person's quality of life, recreation can also contribute to the well being of a community. With respect to this, the Recreation Commission is responding to requests from the schools and parents for **activities during after school, early release and school vacation days**. "When studying adolescent drug users and nonusers, it was found that nonusers spent more time with family and in extra-curricular activities than drug users." (Shilts, 1991) To meet this need we have started out by providing 'playdays' during Winter and Spring Break (in cooperation with the Youth Commission) and also by scheduling a Ski Trip for the January Holiday break. We also run after school programs at the Middle School two days a week and hope to expand that to four days by Spring of 1999.

As you can see from the participation grid below, our tried and true children's programs such as ice skating and swimming lessons have been growing in numbers. We have added other adult and children's activities that are very popular. Also, we are working in cooperation with the Council on Aging to add programs for the older adult population.

In order for all residents to have equal access to these offerings we distribute our **bi-annual brochure** (including town newsletter) to all residents. These brochures should arrive in your mailbox during the last parts of September and March.

Environmental/Economic

Just as healthy families and healthy communities are important to our overall well being, so too is the health of our natural environment. **Providing, preserving, and protecting parks and recreational facilities enhances the desirability of an area** as well as contributing to the safety and health of its inhabitants. Thanks to Joe Kacevich and the Recreation Facilities Committee these concerns are being addressed. Joe and his committee have contributed above and beyond the call when it comes to looking to the future facility needs of our community. We have worked closely with the Recreation Facilities Committee on the **playground at Fay Field** and to help provide information for the **Open Space Recreation Plan**.

Parks and recreation are not just expenditures--they are investments in the future.

Recreation Commission (cont.)

Recreation Programs

Participations

<u>Spring-Summer</u>	<u>1996</u>	<u>1997</u>	<u>1998</u>
Playground	567	443*	
CIT	Not Offered	11	
Swim Lessons	126	136	
Tennis-Adult	6	21	
Golf-Adult	38	48	
Golf-Child	16 +	33 +	
Sailing	Not Offered	7	
Fitness Walking	Not Offered	14	
Clay Target Shoot	Not Offered	4	
Horseback Riding	Not Offered	0	
Softball	Not Offered	12	
Tennis Keys	45	34	
Road Race	102	139	
 <u>Fall-Winter</u>	 96-97	 97-98	 98-99
Horseback Riding	7	10	
Fitness Walking	13 +	11	
Yoga	12	20	
Skating Lessons	100	105 +	
Skiing Lessons	44	50 +	
Indoor Tennis	16	6 ~	
Aerobics/Hydrobics	9	13	
Tai Chi	Not Offered	10	
Cross Country Skiing	No snow	4	
NY Trip	Not Offered	23	
Ski Trip	Not Offered	45	
Spring Break 'Play Day'	Not Offered	30	
Golf-Children	Not Offered	16	

(*) Due to elimination of one playground site

(+) Waiting lists

(~) Only enough court time to accomodate six participants

DEPARTMENT OF PUBLIC WORKS

In accordance with the Code of the Town of Southborough, the Department of Public Works herewith submits its sixth annual report for the year ending December 31, 1997.

The emphasis of the Public Works Planning Board throughout the year was in the area of ongoing issues and projects. Facilities Consolidation, Landfill Closure, MWRA activities, Main Street Improvements, Water Distribution System Master Plan, Traffic Studies, etc. are all issues that run the gamut from conceptual planning to project closeout. The efforts of the board were somewhat compromised this year through unavoidable organizational obstacles. In a very positive step forward, the board welcomed Todd Pietrasiak of Cherry Street as its newest member. Todd brings to the board a wealth of knowledge with his civil engineering education and construction background. At the same time we must note with great regret the resignation of Susan Peghiny Faccenda as chairperson of the board. Sue was an industrious and invaluable member of the board who brought a unique perspective and much needed balance to the board. Her departure was delayed several times out of her dedication and commitment to the board, she will be missed.

The board suffered its most significant setback with the passing of our good friend and board member John A. Lundblad. With John's vast wealth of knowledge and experience in both government and the environment, he was uniquely qualified to sit on the board and, indeed, epitomized what the PWPB is intended to be. John's dedication to public works, to the environment, to his community and to good government in general, were outdone only by his devotion to his wife and family. He'll not be replaced.

Work under the contract for facilities Addition and Alterations was completed, and, while occupancy was evolutionary throughout the entire process, the building was officially occupied in 1997. The completion of the contract signaled a great deal of effort on the part of department staff in moving and setting up offices and shops. Communications equipment was installed and connected to all shops and offices including telephone, intercom, two-way radio and data processing. Remaining to be completed is a two-way radio link to Police and Fire and the final data processing networking.

Completion of the Septic System was the major site activity, leaving a great deal to be accomplished in the coming year. The 1856 vintage "Flagg School" building on Common Street, which for many years housed our Water Division and prior to that the Water and Tree Departments, was vacated and control of the building was turned over to the Historical Society by the Board of Selectmen.

Snow and Ice control operations were carried on throughout what appeared to be a relatively lack luster winter season with relatively few storms and no storms of any major consequence. All that being true until March 31-April 1 when two storm tracks collided off the southern New England coast causing what is referred to as the Blizzard of 1997. The result was an intense Central Massachusetts Storm leaving up to three feet of snow in our area. Southborough's particular experience was more in the order of two feet but still sufficient to cause the resulting havoc. The increase in yard waste into the Transfer Station was the obvious outcome.

Once again winter statistics have a way of returning to the norm:

	Average	1997
Snow Accumulation (inches)	60	78
Number of Storms	16	14
Storms Requiring Snow Removal	7	6
Off Hour Call Outs	46	43
Sand (ton)	1987	1685
Salt (ton)	1278	1734
Hired Equipment (hrs.)	221	172

Department of Public Works (cont.)

With the influx of new streets and older subdivisions beginning to show the strains of age, more and more time is being required on the routine street maintenance operations thereby requiring that more and more activities be let to outside contract. This situation leaves us with the added need of additional technical expertise to satisfy the ever increasing technical and legal requirements. The point is, in order for the department to operate effectively and efficiently we must have projects funded, approved, and contracts in place in a timely fashion. Clearly, the most effective method of accomplishing this is the continuation of the position of Staff Engineer. Our experience with the MWRA related activities has proven the value of this position, a value which should and must be extended to all department operations.

Minor drainage installations were accomplished on High Ridge Road, Harris Drive, Highland Street, Parkerville Road, and Red Gate Lane in order to satisfy repeated icing conditions.

Dead and diseased roadside shade trees continue to plague our area. The past year saw the removal of 50 trees with complaints and requests continuing at a pace as fast as ever. We continue to caution that while extremely cost effective, the Tree Division remains staffed part-time. If this extremely important function is to remain viable, we must look to augmenting this activity.

The long awaited closure of the Parkerville Road Landfill continues to progress. At the close of the year, the technical documentation is virtually complete and the development of Corrective Action Alternatives Analysis is in progress. This will allow the committee to select an alternative, hold public hearings and present an alternative to town meeting for final closure.

As time goes on, likewise does our concern over available space in our beautiful Rural Cemetery. Although staff continues to do an excellent job in utilizing every square inch of available area, the need for expansion becomes more critical daily. To that end, it would appear at years end that the perseverance and persistence of the Cemetery Study Committee may be paying dividends. Although not cast in stone, it appears that significant progress has been made toward the acquisition of additional space from the Commonwealth. We caution that even if all goes well, the additional space will not be available for internments for two or possibly three years, and even at that it is not the end all solution.

Burials:		Graves Sold:	
Cremations	13	Resident	60
Full Body	34	Non-Resident	14
Total	47	Total	74

Development and New Growth were the watch words for our Water System for 1997. The statistics will point out that major commercial and residential development as well as individual residential construction had a significant impact on our system. Amidst all this activity, the critically important system maintenance continued on a regular basis. While the above development served to strengthen our customer base, it did little to improve the base distribution system, significantly increase storage or increase fire flows. To that end, plans are being prepared for system improvements and will be finalized prior to the 1998 Annual Town Meeting based on projected costs.

Statistics for the year:

Water Consumption (million gallons)		Distribution System	1997	Total
January February March April May	17.384	Main Pipe Added: 4"	0	76 miles 587 feet
	14.864	6"	0	
	15.728	8"	12,792	
	17.063	12"	14,195	
	24.444	Total Added	26,987	
June	41.355	Services	67	2448
July	52.895	Hydrants	42	676

Department of Public Works (cont.)

August	40.636	Gate Valves	74	1699
September	30.733	Breaks in Mains	8	
October	27.471	Breaks in Services	11	
November	25.540	Broken Hydrants	10	
December	26.001			
Total	334.114			

Massachusetts Water Resources Authority ongoing activities unquestionably dominated the Public Works scene in 1997. Most obvious among these activities was implementation of the Water Supply Contingency Plan. The purpose of this multi faceted plan, is to insure that Southborough residents have an adequate and potable water supply in the event that construction of the Metrowest Tunnel has an adverse effect on their private wells. Primary among the activities was the installation of water mains in Bigelow Road, Main Street, Chestnut Hill Road, Sears Road, Valley Road, Pine Hill Road and Clemmons Street for a total of 14, 900 feet of new main. Simultaneously this department, in conjunction with the MWRA, began contacting affected residents to arrange for service connections to individual homes. At the same time a unique set of contract documents and specifications was being developed for the installation of these services. At the close of the year, we report that all water mains have been satisfactorily installed, ninety nine percent of eligible residents have signed up to receive water service and contracts for installation have been advertised.

Plans and specifications were also developed for the replacement of electric service to the Hosmer Pump Station off of Boston road. This installation, while the responsibility of this department, is funded jointly by the Town and the MWRA and will provide service to the riser shaft from the Metrowest Tunnel as well as upgrade and modernize our existing service.

The oversight and coordination of the MWRA related activities was handled by the departments Staff Engineer. This position was funded by the MWRA for this specific purpose and has unquestionably proven to be completely invaluable. Coordination of these activities would have been absolutely impossible to achieve to any degree of acceptability with available staff. As mentioned earlier, the continuation of this position is absolutely necessary if we are going to keep pace with our continued growth, changing technology and legal requirements.

The department was indeed fortunate to retain the services of Mr. Henry Valcour to fill the position of Staff Engineer. A long time Southborough resident, former Water commissioner and member of the Public Works Planning Board, Henry brings to us a wealth of knowledge and vast experience in public works related activities.

The Water Divisions long time secretary, Martha Palmer moved on to become the Data Processing Coordinator for the town. We were fortunate once again in acquiring the services of Jean Johnson to fill this vacancy. Jean brings to us extensive knowledge and an extremely strong background in the Public Works field.

In conjunction with the Town of Westborough, we contracted with Metz Office Staffing to administer inspectional services. Through this process, we were able to acquire the services of William Bertonazzi to perform part time oversight of subdivision construction. Bills many years in construction supervision uniquely qualifies him and he ideally fills our needs.

We welcome all of our new personnel and we look forward to a long and productive relationship. It must be noted that the new personnel join a staff of dedicated and caring public servants, each one with the best interest of the town at heart. They, indeed, are the Department of Public Works.

The thanks of the department go out to all the town officials, boards and departments for their assistance and continued cooperation throughout the year.

MARLBOROUGH ADDICTIONS REFERRAL CENTER

PROGRAM NARRATIVE

Chemical dependency and the myriad of social ills that are attributed to that condition is a major problem at the Federal, State and local level. The Addictions Referral Center (ARC) is a local facility that has been in the business of providing services to this population for over twenty years. The portrait of this population has changed over that time span. Today more of the clients are classified as "Dually Diagnosed" which simply means that along with their chemical dependency they also have another major mental diagnosis. The combination of Managed Care and a reduction in the free care pools of most of our hospitals translates to fewer people receiving care. This is the population that the ARC has served and is prepared to continue to serve. In this time of emphasis on local solutions for local problems the ARC remains steadfastly committed to serving the citizens of Marlborough and surrounding communities who are impacted directly or indirectly by the disease of addiction.

The target population of the ARC remains a broad spectrum of the community but the needs of the community have changed with the previously mentioned dual diagnosis and the designation of poly-substance dependency which means a dependence on three or more separate substances. These two designations equate to a significantly younger and a more acutely chemically dependent population utilizing the services of the ARC. It is not uncommon today that clients have either used up their managed care benefits or never had any benefits in the first place and the ARC becomes the only recourse, we never turn anyone away. Many of the clients have no where else to turn for assistance with their recovery process.

To answer some of these needs the ARC was privileged to offer a parenting class for women in recovery and the response was so large that a second class is now in place. The ARC is also currently searching for a facilitator to offer parenting classes for men that are in recovery. We plan to offer assertiveness training for women. To provide services to the deaf and hard of hearing the ARC has secured a "signing" volunteer from the Massachusetts Commission for the deaf who comes twice a week to interpret the noontime meeting that is held at the facility.

We continue to work closely with the residents of the Marlborough shelter, the Department of Social Services and the Salvation Army. The ARC has a working relationship with various treatment centers, hospitals and public detoxification centers many of whom can no longer offer the aftercare that they once did and the ARC continues to offer this service that is so essential to the recovery process. To put down the drink or drug is only a beginning, continued support and attendance at self help meetings is the cornerstone of true recovery. Last but not least the ARC continues to work closely with the criminal justice system. It is a well known fact that drugs and/or alcohol are directly involved in many of the offenses committed today and especially in the area of domestic violence.

This year the ARC was able to provide an Alkathon, which was twenty-four hours of ongoing Alcohol Anonymous meetings over the New Year Holiday. This was a huge success and the only one held in all of the MetroWest area. We intend to make this an annual event and to add another Alkathon, possibly at the Thanksgiving holiday. Many people in recovery and especially in early recovery have a difficult time with holidays. Holidays are a major time of relapse for many people and being able to offer an alternative is after all what the ARC is all about.

There is no other agency in the area that offers the services that the ARC does. The ARC is unique in that we never charge a fee for service and we never turn anyone away. Our sole criteria is that the client be willing to engage in the recovery process. This process allows that individual to become a contributing member of society.

In fiscal 96/97 the center will have provided services to a total of 1,800 individuals, 1,300 of which are Marlborough residents. The great majority of these people will make multiple visits, some of whom will become a part of our volunteer effort.

The Addictions Referral Center receives principle funding from the City of Marlborough. The towns of Hudson and Southborough have also provided funding. The United Way of Assabet Valley is another source of funding through both the allocations process and designated giving. The ARC is now generating approximately 10% of its revenue through individual contributions and rental of the facility to various twelve step and affiliated groups. We continue to explore other avenues of funding but one of the problems that we encounter is that most sources do not want to fund existing programs.

Marlborough Addictions Referral Center (cont.)

It seems that everyone wants new and innovative programs and few are interested in funding a tried and true organization such as the Addictions Referral Center.

The current staff consists of one full-time Director/Counselor, one part-time Executive Director/Counselor and a part-time weekend person. The ARC is staffed Monday 10:00 a.m. to 8:00 p.m., Tuesday through Friday from 10:00 a.m. to 6:00 p.m., Saturday from 10:00 a.m. to 6:00 p.m. and Sunday 12:00 p.m. to 6:00 p.m. Other staffing needs are supplied by volunteers and occasional paid per diem workers for holidays and vacations.

PROGRAM EXPERIENCE

The Addictions Referral Center has evolved over a period of twenty years here in Marlborough. The evidence of our successes (and failures) are self-evident among the residents here and in the surrounding communities. The Center provides a comprehensive approach in dealing with the effects of the disease of addiction in our community. The Aftercare process is at the heart of the Center's philosophy, without the supportive and non-judgmental atmosphere that we are able to provide, the goal of long-term sobriety may not be realized.

The effectiveness of any addiction treatment is difficult to evaluate in objective terms. The need for confidentiality is absolute and therefore prohibits the reporting of identifying data. The Center does allow us the opportunity for ongoing interaction and networking with the recovering community and provides us with a fairly accurate picture of the product. We are fortunate that many of our clients continue to use the center on an ongoing basis and we are then witness to the many successes of our clients, the reuniting of a family, the successful completion of a probationary period and sometimes even the simple act of obtaining that first apartment are just a few examples of what we consider success.

EXECUTIVE SUMMARY

The Addictions Referral Center (ARC) has been part of the Marlborough Social Services Network for over twenty years. Founded by recovering alcoholics it has grown from a "grass roots" volunteer effort to a viable agency offering much needed Aftercare and supportive services to individuals who have developed an addiction.

Our mission continues to be a free standing facility that addresses the needs of individuals and families that are impacted by substance abuse and other addictions. Through individual counseling, group work, and consistent Aftercare follow up, we are able to provide recovery services that respect the dignity and individuality of our clients.

The Center continues to cooperate with other Human Service Agencies including the Court system.

SOUTHBOROUGH HOUSING AUTHORITY

The Southborough Housing Authority is a public housing agency that provides housing assistance to eligible and qualified low income elderly, handicap and families. Southborough Housing Authority is an independent and somewhat self-sufficient agency, with State regulations and funding requirements, mandated by the Department of Housing and Community Development. This State agency empowers the Authority to operate, manage, construct, modernize, maintain and provide suitable housing and assistance to those in need.

The Authority consists of a five-member Board of Commissioners, four of whom are elected and one appointed by the Governor of Massachusetts. The Commissioners' principle responsibilities include providing leadership and advocating for public housing, setting policies, setting goals and they chart a direction of current and future programs. Along with the governing Board, there is an Executive Director. The Executive Director is responsible for the ongoing day to day administration, operation, construction, policies, and goals of the Authority. Together Commissioners and the Executive Director form a powerful force in serving those in need of assistance.

The Southborough Housing Authority's Board of Commissioners and Executive Director are:

Chair:	Robert Jachowicz	Member:	Christopher Uhl
Vice Chair:	Marguerite Clifford	Member:	Robert Juliano
Treasurer:	Charles Brewer	Exec. Director:	Carol Renaud

The breakdown of the Authority's programs is as follows:

- 56 Elderly/Handicap units
- 2 Family units
- 8 Special needs

Qualification and Eligibility regulations promulgated by the Department of Housing and Community Development have changed. There is no longer an asset limitation and income limits have increased. If you are interested in applying for public housing, remember the residency preference still applies. The current net income limits are:

1 person	\$26,800
2 persons	\$30,650
3 persons	\$34,500
4 persons	\$38,300
5 persons	\$41,400
6 persons	\$44,450
7 persons	\$47,500
8 persons or more	\$50,600

For more information, contact the office of the Southborough Housing Authority at (508) 481-2166.

The Southborough Housing Authority has one modernization project underway. The updating of the fire alarm system at Colonial Gardens is projected to be completed by May, 1998.

The Authority's maintenance man, Joseph LaJeaunesse, works full-time to maintain and preserve the properties owned and managed by the Southborough Housing Authority.

The Southborough Housing Authority would like to thank all Southborough Boards, Department Heads, and their employees for their help and cooperation throughout the past year.

SOUTHBOROUGH LIBRARY

The Board of Trustees of the Southborough Library submits the following report for the year 1997:

Volumes in adult library	36,960	Books on tape circulated	4,330
Volumes in children's library	<u>25,423</u>	Videocassettes circulated	17,287
Total volumes	62,383	CD's circulated	255
		Museum passes circulated	844
		Patrons using museum passes	2,532
Videos in collection	1,033		
Books on tape	915	Interlibrary loans	526
		Books & AV materials on loan from Regional Library	1,321
Materials circulated			
Adult	48,919	Nonresidents who used library	3,778
Children	<u>30,062</u>	Fines collected & turned in to town	1,043.96
Total	78,981		

The major work-in-progress at Southborough Library is the retrospective conversion of all library materials to the computer. In 1997, one-third of the library's collection was computerized. Our plan to complete the task in three years is on schedule. The next step will then be full automation in the C/WMARS systems, the largest network in Massachusetts with approximately 130 library members.

The library's three computers have been relocated to the hall area near the circulation desk where their use can be monitored to better assist patrons.

Library patronage continues to grow each year, with a large increase in non-resident use. In 1997 the library registered 491 new borrowers with 122 of them non-resident. We now have a total of 5,922 registered adult borrowers with 932 of them non-resident.

Children's Librarian, Jeanette Curtin, also reports increased numbers of registered borrowers. There were 325 new borrowers in 1997, twenty-seven of them non-resident. The total number of children with library cards is now 1,688, with 147 of them non-resident.

The increased number makes for a very busy Children's Room. Two Mac computers are in constant use. Three story hours each week are always fully booked with waiting lists. Children's programs have over-flow crowds. Parents often comment favorably on the quality of programming and our convenient parking facilities.

The Friends of Southborough Library, with over ninety-four members continue their enthusiastic support. Trustees and Staff are profoundly grateful to the Friends for their financial assistance. Their money-raising events make it possible to present top-notch children's programs in the summer months and throughout the year. Free passes to four museums and the Boston Aquarium are available courtesy to the Friends.

We wish to thank library patrons who have given generous donations to the Friends of the Library and Girl Scout Troup #2786 who so ably assisted at the Children's Tree Decorating party.

Library (cont.)

A special thank you to the Southborough Gardeners for their gift of a Library Membership in the Worcester County Horticultural Society. Membership cards entitle borrowers to free admission to Tower Hill Botanic Garden, Boylston, MA and other botanic gardens as well as many other benefits.

As noted, patron use is growing thanks in great measure to Library Director Judith Williams and her friendly and helpful staff. Trustees take this opportunity to express our appreciation for their fine work on behalf of the library.

HISTORICAL COMMISSION

Early in 1997 we were extremely pleased to learn that the Board of Selectmen had agreed to grant a lease to the Historical Society for the use of the former Water Department building (formerly the Flagg Road School) as a Historical Museum. The lack of a suitable building in which to house the long-stored Southborough historical artifacts has been a source of great concern to both the Society and our Commission for many years. We have actively advocated for this location.

Due to our serious concerns regarding the potential for damage to the Historic Mill area in Cordaville near the MBTA construction site, we have been in touch with the Massachusetts Historical Commission (MHC). Specifically, we feared that the historic pedestrian tunnel under the tracks would be blocked. Despite assurances from the MHC, our pleas fell on deaf ears. The tunnel was filled with concrete and another piece of our history was lost.

We continue to sell the third printing of the history of the town, Fences of Stone, by Nick Noble through our booth on Heritage Day, our Commission members and the cooperation of Judy Williams and the Southborough Library staff.

We also continue to work on recording our historical assets which is a major project. The completion of the Southborough survey has been mandated by the Massachusetts Historical Commission and is essential for the town's eligibility for grants and other assistance. Last summer we advertised for interns to help with the research but received no replies. We will continue to pursue every possible way to achieve this goal. The results of the survey will add substantially to valuable information that might otherwise be lost to future generations.

VETERANS' SERVICES

Herewith is submitted the Annual Report for the year ending December 31, 1997. Monies spent under Chapter 115 were \$1,124.51 and, of this amount, seventy-five percent will be reimbursed by the state.

I would like to take this opportunity to thank the Board of Selectmen and the other departments for their assistance to me during the year.

SOUTHBOROUGH YOUTH COMMISSION

The Youth Commission has changed the name of its services to Southborough Youth and Family Services. Southborough Youth and Family Services is a human services resource for the Community, which focuses on the prevention and treatment of youth and family problems. We offer preventive programs, counseling, information and education.

COUNSELING: The counseling component of Youth and Family Services is available to any children, adolescents, families or individual adults in Southborough, free of charge. We are staffed by licensed Mental Health professionals offering individual, couples, family and group counseling. This year, 91 people received counseling services from Youth and Family Services.

PREVENTION PROGRAMS: The goal of the prevention programs is to help participants increase their sense of self-esteem, develop social, communication and decision-making skills, increase their sense of responsibility for their own lives as well as to their community, learn relevant information and skills, and learn constructive use of leisure time. This in turn enables people to be more effective in their lives, and helps to prevent serious emotional, behavioral, and other life problems from developing. This year's program included:

1. **In-school groups:** This year, nine activity and discussion groups were offered at Neary School, serving 70 children in grades 2-5. In addition, a Youth and Family Services staff person helped run an afterschool homework club at Neary, helping children learn study skills and helping them with their homework. Ten children participated. Four groups were offered at Woodward School, serving 13 students in grades 6-8. In these groups, students addressed issues of self-esteem, friendship, relationships with parents, and other concerns related to their respective age groups. In addition, a Youth and Family Services staff person helped run an afterschool homework club at Woodward, attended by 6 students. This year a Youth and Family Services staff person participated again in the "Advisor/Advisee Program" at Woodward School, meeting weekly with sixth graders to help support them in adjusting positively to middle school. Twelve students participated in her Advisor/Advisee groups. At the Finn School, five social skills groups were run by a Youth and Family Services staff person, with 13 kindergartners and first graders participating.
2. **Community Action Programs:** We continue to offer these programs in conjunction with the Northborough Office of Youth and Family Services and Algonquin Regional High School. Several new programs were offered this year. Algonquin students earn credits for being trained and then working with youths who have special needs, Westborough State Hospital patients, younger children in a variety of afterschool and evening programs, and senior citizens. Southborough Youth and Family Services again took primary responsibility for the Special Needs Program, training Algonquin students to work with adolescents with special needs, and for Project Friend, which matches high school students with younger students in a "Big Brother/Big Sister" type program. A total of 42 high school students participated in these programs this year, working with 46 "little friends" or special needs students.
3. **Summer Activities Program:** This program serves children in grades 5 through 8, and offers participants the chance to participate in fun and wholesome activities, at the same time as learning important lessons about decision-making, responsibility, and interpersonal relationships. Forty-two children participated this summer, several for more than one session.
4. **Cool Summer Nights:** This program was offered this summer to teens completing seventh or eight grades. Youth and Family Services staff supported the students in designing trips and activities for ten Thursday nights over the summer. The program was very successful, and twelve youths participated.
5. **Student Mentors Program:** The Mentors Program was continued by the Youth Commission at Algonquin High School this year. Participants were students interested in providing community service, specifically by staffing the Teen Center run by Southborough Youth and Family Services. The Mentors were trained to work with younger teens at the Teen Center, learning about communications skills and limit setting, and then going on to help plan for, organize, and staff the Teen Centers. About 30 students participated this year...
6. **The Family Connection:** This year has seen the continued development of the Family Connection, which trains adult volunteers to work in a variety of ways with families who have particular needs. We are still looking for adult volunteers, with no experience necessary, and we provide training and supervision as we match volunteers to help families in need. This year, four volunteers were trained, and worked with four families. If you would like more information about this (or any other) program, please call us.
7. **Community Mentoring Program:** This is a new program developed this year by staff from Southborough Youth and Family Services, Northborough Family and Youth Services, and Algonquin Regional High School. The program trains

Southborough Youth Commission (cont.)

teachers and particular community members (so far, police) to work closely with an individual high school student to bring out his or her potential. Thirteen adults completed training, and thus far, six students have been matched with a mentor.

8. **Peer Leadership Program:** This year, for the first time, one of our staff joined with Algonquin High School staff to re-design and run the peer leadership program at the high school. This program works with students who are committed to being role models, promoting awareness of healthful living to their peers and community, while developing leadership skills. Thirty-six high school students participated.

9. **Spring Vacation Program:** This year, Youth and Family Services joined forces with the Recreation Commission to offer a half-day program for elementary school students during Spring Vacation week. The children spent half the time doing a craft activity, and half the time doing outdoor activities. The day was great fun, and 32 children participated.

TEEN CENTER: Four Teen Centers were held this year. These are Friday night activities held at Woodward School, for any Middle School students in Southborough (open to seventh and eighth grade students only until January of each school year; after that sixth graders are also welcome.) The Teen Centers continue to be very popular and well attended. Approximately 180 students attended at least one Teen Center, many attending most or all of them.

EDUCATION: This year, a Youth and Family Services staff person continued to provide some educational services in the schools. At Woodward, she ran fourteen health issues groups, educating about issues such as self-esteem, decision-making, values, and drugs and alcohol. Ninety-eight children were in the groups which she taught. Also at Woodward, three of our staff participated in presenting a program on sexual harassment to the eighth grade, helping to emphasize the theme of respect. Approximately 120 students participated.

HALLOWEEN PARTY: This year, we hosted our tenth annual Halloween Party, attended by approximately 250 children and adults. Many students and adults volunteered and helped to set up and run the party. Thank you to all the volunteers!

COMMUNITY CONNECTIONS DAY: BREAKING BOUNDARIES: Southborough Youth and Family Services staff participated with other community agencies and community members in Southborough and Northborough to plan this day-long event, which was held in the fall. The day involved all generations, and included fun, food, educational seminars, performances, workshops, and guest and keynote speakers. The event culminated with a multi-generational dance featuring music from different decades. It was a wonderful day, and plans are in the works for another Community Connections Day in spring of 1998.

FAY SCHOOL CAMPERSHIPS: This year, Youth and Family Services again coordinated and distributed camperships which were once again generously donated by Fay School. Eight children were able to attend Fay's summer camp program on these camperships, and two middle-school students were given camperships to be CIT's. We want to thank Fay School for their continued generosity.

HOLIDAY GIVING PROGRAM: For the fourth year, Youth and Family Services, in cooperation with the schools, acted as a clearinghouse for holiday donations, identifying and distributing to Southborough families in need. Many, many thanks to the Lions' Club, the Southborough Village Preschool, the Catholic Women's Club, the Town House employees, the St. Anne's Church giving tree, the Algonquin High School students, the Neary School Social Concerns Committee, the Rotary Club, and the employees of Hub City Boston for your help and generosity. Your help was truly overwhelming, and immensely appreciated. Eighteen families had brighter holidays because of you.

CONSULTATION, INFORMATION AND REFERRAL: Our staff continued to work closely with schools, police, courts, clergy and other community agencies this year. We continue also to be available to provide information and referrals to other health, mental health, and service providers.

This has been another very busy and active year for the newly re-named Southborough Youth and Family Services. We have continued to provide the services we always have, and have also continued to work to develop several new and exciting programs.

Southborough Youth Commission (cont.)

This year, the sixth annual Fitzconi Golf Tournament was sponsored by Fitzgerald's Store and Falconi Brothers, to benefit our agency and other local programs. We are once again extremely grateful for the support of these businesses, as well as to everyone who participated.

We would also like to thank the Southborough Business Association for helping to support our campership program.

The staff also wants to thank the Board, including our youth representatives, for your hard work and tireless support; the Friends of the Youth Commission; and all the people who have generously supported our programs with you time, energy, financial assistance or moral support!

Our board, still called the Youth Commission, meets at the Town House, usually on the first Tuesday of each month, at 7 PM. All meetings are posted at the Southborough Town House. For information on our programs, or to volunteer to be involved, please call us at 481-5676.

COUNCIL ON AGING SENIOR CENTER

The Southborough Council on Aging is a municipal agency made possible by legislation enacted by the Great and General Court of the Commonwealth of Massachusetts. The Councils' purpose is to determine the needs of Southborough's Senior citizens, and to promote efforts to serve those needs.

During 1997, the COA made a huge step in serving our Seniors' needs. A Senior Center opened September 9 at Fayville Village Hall, 42 Central Street. A Senior Program Coordinator was hired and programs are now in full swing. The Senior Center is a community focal point where senior citizens, as individual or groups can come for services and activities. Programs currently available include: exercise and strength training, painting, line dancing, yoga, T'ai Chi, and periodic educational seminars. Of course there are card games, parties, and fun, entertaining activities too.

Hot lunches are also served to Seniors Monday through Friday at 12:00 p.m. courtesy of the S.M.O.C. Elderly Nutrition Program. Seniors are asked to reserve their meals 24 hours ahead. Meals on Wheels are available to Southborough residents who, because of physical limitations, are unable to prepare meals for themselves. The Senior Center is open Monday through Friday, except for holidays, from 10:30 - 2:30 p.m.

A newsletter, "The Senior Sensation" is published bi-monthly and mailed to each Senior household. Funding for this and COA programs are provided by the Town of Southborough, the Executive Office of Elder Affairs, and The "Friends" of the COA.

COA members:	Maryanne Cole, Chairperson
	Ellie MacLauchlan
	Dick Curran
	Lena Carloni
	Ruth Brefka
	John Steacie
	Margie Lubanko

Senior Coordinator	Leah Alea
--------------------	-----------

PLANNING

**Metropolitan Area Planning Council
Open Space Preservation Commission
Planning Board
Zoning Board of Appeals Hearings**

METROPOLITAN AREA PLANNING COUNCIL

The Metropolitan Area Planning Council (MAPC) is the regional planning agency representing 101 cities and towns in the metropolitan Boston area. Created by an act of the Legislature in 1963, it serves as a forum for state and local officials and provides technical planning assistance and service delivery to its members communities. MAPC works with cities and towns through eight subregional organizations whose members are appointed by chief elected officials and planning boards. The Council provides the subregions with financial, planning and administrative support, and offers technical aid on selected special projects. MAPC is a designated Economic Development District of the federal Economic Development Administration and as one of 14 members of the Metropolitan Planning Organization (MPO), has oversight responsibility for the region's federally funded transportation program.

MAPC completed another successful year of working with its communities, state agencies, various non-profit groups, universities, businesses, special interest coalitions, state and federal legislators, and other regional planning agencies. The agency held at least 15 regularly scheduled meetings each month, eight of which were in the different subregions. These meetings plus special workshops, seminars, focus groups, and conferences linked together the hundreds of issues and individuals who are part of the Boston area's and the nation's planning scene. It was this network that provided the energy, vision and focus for MAPC's activities in the region.

After years of concern about the role of local governments in state transportation planning and funding decisions, 1997 saw a landmark achievement in the formation of a new Boston area MPO. The reorganization was the outcome of federally supported mediation, with MAPC serving as a key negotiator for a stronger state/local partnership. MPO voting members now include seven cities and towns, along with seven state and regional agencies, including MAPC. The municipal and regional members of the MPO are responsible for programming about \$40 million per year in local road and bridge projects, about one-third of the total funds available for the metropolitan region. MAPC works with communities to develop a list of local projects to be programmed for funding.

In September, the first Transportation Improvement Program was adopted by the new MPO. The TIP also included \$10 million for "Enhancement projects", and \$3 million for Transportation Demand Management (TDM) projects. As a regional planning agency MAPC's role in both the Enhancement and TDM programs is to solicit proposals and prescreen them for funding eligibility.

As always, the agency also participated in a variety of transportation related projects. One of the major efforts this year involved working on the Transportation Summit meeting that was held in Springfield. This effort was organized to support the reauthorization of ISTEA and help assure that federal transportation funding for New England is not diminished. MAPC completed a three-year Pavement Management system project that involved the inspection of all federal-aid eligible roadways throughout the entire MAPC region. A report on the over 3,000 miles of road that were inspected was submitted to the Massachusetts Highway Department.

A new project that was organized last year was the metropolitan Greenspace Initiative. Over 65 environmental and historic preservation organizations have indicated their interest in participating in this effort that MAPC is currently staffing. As part of this project the agency has produced a map that illustrates the development growth in the greater Boston area from 1970 to 1991. The accompanying data documents the results of urban sprawl that has occurred showing a 15% growth in land development with only a 5% growth in population. MAPC staff has also been working with graduate students at the Harvard Graduate School of Design on a report outlining the potential for open space protection as the region continues to grow. During the past year the agency increased its association with the Boston Harbor Islands National Recreation Area planning project with the expectation that the agency will become one of the groups officially involved in the establishment of this new federal/state facility.

MAPC produced a number of publications during 1997. This past year the agency published its first yearly calendar with each month displaying maps containing different demographic data of interest to communities in the region and their residents. The Data Center also published a report Top Employers, which listed by community the number of employees per establishment in the region. Other recent projects include a Title 5 compliance computer software application for Ashland and Hopkinton, economic forecasting for several agencies, school enrollment forecasts for several communities, and updates to the community profile series. The Data Center, working with Harvard University and the University of

Metropolitan Area Planning Council (cont.)

Massachusetts Boston, also completed a collaborative project known as the Massachusetts Electronic Atlas. This atlas provides access via the Internet to information on the 351 cities and towns in the state. All the information can be downloaded.

The GIS Lab completed numerous projects for both individual communities and for the region as a whole. Staff worked with Watertown on developing a tree inventory for the community. They also completed a wireless communication siting study for one of the subregions, an open space update for another, and a comprehensive regional zoning report for yet another. GIS staff conducted a number of workshops on parcel data automation and acted as an information resource for municipalities interested in beginning or expanding their GIS programs.

In addition to playing a major role on a number of regional boards and commissions, the staff also applied for and received grants to investigate shared services in one of the subregions and also to help communities deal with the issue of utility deregulation. MAPC continued to participate with the South Weymouth Naval Air Station reuse planning project. One MAPC staff member was contracted to work part time for the Town of Rockland on planning issues related to the base closure and reuse.

In 1997, the agency also completed a project that focuses on opportunities for bolstering the shoreline seafood processing and distribution industries in the Commonwealth, including an analysis of the importance of the industry to affected coastal communities in Massachusetts.

MAPC updated its Overall Economic Development Program for 1997, analyzing the regional economy and economic development needs, and revising the list of projects eligible for federal funds through the Economic Development Administration (EDA). The agency administered a community Adjustment Planning Grant provided by the U.S. Department of Housing and Urban Development to examine community responses to defense industry downsizing and evaluate defense dependencies of small and mid-sized municipalities. The project included several focus groups and a regional forum. A final report on strategies to adjust and diversify local economies in response to reduced defense spending will be completed in early 1998.

OPEN SPACE PRESERVATION COMMISSION

This was a year of increased activity in the area of Open Space. The Commission worked long and hard to complete the Open Space and Recreation Plan meeting with the Selectmen and other Boards and holding open meetings specifically to seek input by citizens in an effort to involve as many residents as possible. The first meeting was attended by two local news reporters and one interested citizen. The second open meeting with the Selectmen was attended by nearly 30 residents. There was considerable interest in our Heritage Day display of photos of some of the town's rural areas that are unprotected from development. Those were linked to their locations on a zoning/parcel map. Following Heritage Day the display was set up at the Library for several weeks. Many thanks to Judy Williams and her staff for providing the space. An easily transportable set-up was devised by the Committee and it was on display at the Special Town Meeting at which we gave a progress report on the Plan. We have had a number of responses to our request for identification of additional parcels that citizens deem important for preserving the rural character of Southborough and several individuals have volunteered to assist us in our upcoming project to prioritize these parcels.

An opportunity to preserve a major portion of a large property being taken out of Chapter 61A (Agricultural land use), in the eastern part of the town, through environmental-sensitive limited development was turned down by the Selectmen. A like opportunity became available in the northern part of town when 28 acres of the Schipper Farm was removed from Chapter 61A. This time the Selectmen voted to give the development rights to the Sudbury Valley Trustees Land Trust. They will oversee the partial development of the land, preserving over 50% of the open fields.

We regret that due to time constraints Crawford Cutts resigned from the Commission after nearly two Terms of loyal service. In his position we welcomed Allen Jones - he has been a great help during the year as a concerned citizen.

We have high expectations of completing the Plan early in 1998, obtaining required approval from the selectmen, Planning Board and MAPC, and submitting it to the State. Input from the Selectmen, Janice Conlin, Planning Board, Wayne Thies, Recreation and Recreation Facilities Commissions and Conservation Commission has been most helpful. We are especially grateful to Karen Challen for her detailed and invaluable research and report on the town's recreation facilities regarding compliance with the American Disabilities Act.

PLANNING BOARD

In 1997 the Town of Southborough experienced some subtle and not so subtle changes in the development pressures we have been dealing with through most of the 1990's. The 70 new housing starts for the year is down slightly from the previous year but still, historically, it has been a very strong twelve months. As forecast in last year's report, the diminishing inventory of buildable lots will continue to keep our growth somewhat under control in the immediate future. Southborough remains a desirable community, which combined with a strong economy has kept home sales brisk. The lack of easily developed land has kept a constant pressure on the town's remaining open space as potential residential developments. The Planning Board processed 29 Approval Not Required (ANR) plans that created 22 new lots of which 19 were residential. In addition, two subdivisions were approved adding 18 more residential lots - ten off of Banfill Lane, and eight off of Gilmore Road. The relatively few number of new residential lots would appear to indicate a coming slowdown in residential building when, in fact, the major interest has shifted to multifamily housing for the elderly which was made more inviting by last years amendment to the zoning by-law. Six proposals with about 250 units are in various stages of the permitting process. Since a multi-family elderly development requires a special permit from the Zoning Board of Appeals, it is unlikely that all the projects will be approved. However, it is likely that a substantial number of these units will be under construction in late 1998 and into 1999.

The most dramatic increase in development pressure came in the industrial/commercial area where the Planning Board reviewed more applications than any year since the mid-1980s. Seven site plans were approved with an eighth pending. Several of the approvals were for the rehabilitation of an existing facility into a new use. Farrell Volvo will be moving to a new facility at 241 Turnpike Rd.; a Tiger Mart will replace the service bays at the Route 9/I-495 Exxon station; and Associated Gas Products is moving into the former Rollins Trucking facility on Boston Road. New construction includes the Post Office/Retail Center at Cordaville Rd. & Mt. Vickery Rd.; a 170,000 sq.ft. office/warehouse building on Northboro Rd.; a 40,000 sq.ft. office building at Firmin Ave. & Boston Rd.; and a 12,000 sq.ft. office building on Crystal Pond Road. In addition we expect to see the previously approved White's Corner Office Building begin this year, and an application to complete the partially completed Newton St. office building is presently before the Planning Board.

Southborough's commercial growth is dwarfed by our surrounding communities and the Planning Board and its staff continue to work with the State and surrounding communities in an attempt to lessen the impacts of traffic on our local roads. After years of work in conjunction with the Metrowest Growth Management Committee, and the Town of Framingham, the State has approved a new intersection at Route 9 and California Ave. in Framingham that will allow east bound Rte. 9 traffic to turn left into the Framingham Industrial Park. This will have a positive effect on White Bagley Rd., Central St., and Boston Rd. which are currently being used as access to New York Ave. and the back door to the Framingham Industrial Park. Unfortunately, due to the tremendous growth in western Framingham, further mitigation is required for both the Boston Rd./Firmin Ave. and Boston Rd./New York Ave. intersections to help offset the ever-growing related traffic impacts. On our other border, we are still hopeful that the new I-495 interchange (hopefully completed by the year 2000) will help relieve the traffic from the ever-growing Marlborough Industrial Park. The MBTA station proposed for Cordaville is still scheduled for opening in late 1998 but look for that schedule to slide into 1999.

Despite the continuing growth pressures that we are facing from both within and the entire I-495 region, Southborough has remained somewhat of an island of small town charm. As always, the Planning Board welcomes citizen input as they strive to keep Southborough a special place to live and work.

ZONING BOARD OF APPEALS HEARINGS

- 01/22 John Garabedian, 24 Fairview Drive (12-1.A & 12-16) - Appeal of Building Inspector's Decision regarding an extension to the airplane hangar at 24 Fairview Drive from Article VI, Section 174-25, Paragraph A(1), Appeals. DENIED
- 02/05 Barry James Thompson, 3 Bridge Street (2-33) - Variance from Article III, Section 174-8.3, Paragraph E(3)(a), Use Regulations - Construct an addition lacking the required front setback in a Residence B District (old Residence C District). GRANTED
- 02/05 Lucien & Claudette Philippon, 7 Woodbury Road (9-23) - Variance from Article III, Section 174-8.3, Paragraph D(3)(b), Use Regulations - Construct an addition lacking the rear setback in a Residence B District. WITHDRAWN WITHOUT PREJUDICE
- 02/05 Nancy & Stephen Morris, 5 Pearl Street (2-18) - Special Permit from Article V, Section 174-19, Nonconforming Uses & Structures - Take down and rebuild nonconforming garage in a Residence B District. GRANTED
- 02/26 Techdyne, 200 Turnpike Road (28-3C) - Variance from Article III, Section 174-8.5, Paragraph D, Use Regulations - Light manufacturing of electro-mechanical components in a Business Highway District. GRANTED
- 02/26 Exxon Corporation, c/o Bohler Engineering, Inc., 365 Turnpike Road (24-4) - Variance from Article III, Section 174-8.7, Paragraph E(3)(a) and Paragraph E(3)(c), Use Regulations and a Special Permit from Article V, Section 174-11, Paragraph D, Signs - Install a canopy lacking front and side setbacks and install additional signs in an Industrial District. GRANTED
- 02/26 Tri State Freightliner, Inc., 218 Turnpike Road (28-9) - Appeal Building Inspector's cease and desist order from Article VI, Section 174-25, Paragraph A(1), Appeals and a Variance from Article III, Section 174-8.2, Paragraph C, Use Regulations - Operate commercial activities in a Residence A District. DENIED
- 03/12 Lucien & Claudette Philippon, 7 Woodbury Road (9-23) - Variance from Article III, Section 174-8.3, Paragraph D(3)(b), Use Regulations and a Special Permit from Article V, Section 174-19, Nonconforming Uses & Structures - Existing structure and proposed addition lacking the required rear setback and extend a nonconforming structure in a Residence B District. GRANTED
- 03/12 Joseph H. & Mary Rose Monfalcone, 7 Pearl Street (2-17) - Variance from Article III, Section 174-8.3, Paragraph D(1), Use Regulations - Divide property into two parcels, each lacking the required lot area in a Residence B District. GRANTED
- 03/12 Sprint Spectrum, L.P., dba Sprint PCS & CJS Holdings, Inc., 10 Turnpike Road (39-56) - Special Permit from Article III, Section 174-8, Paragraph C(2) and Section 174-8.5, Paragraph C(3), Use Regulations and a Variance from Article III, Section 174-8.5, Paragraph E(4), Use Regulations and Article IV, Section 174-15, Dimensional Regulations - Construct a monopole exceeding the required height in a Business Highway District. GRANTED
- 04/09 Kevin J. & Karen L. Barry, 184 Middle Road (19-25) - Special Permit from Article V, Section 174-19, Nonconforming Uses and Structures and a Variance from Article III, Section 174-8.2, Paragraph D(3)(a), Use Regulations - Extend a nonconforming structure and construct a porch addition lacking the required front setback in a Residence A District. GRANTED
- 04/09 Sprint Spectrum, L.P., Coslin Drive (25-4A) - Special Permit from Article III, Section 174-8, Paragraph C(2) and Section 174-8.6, Paragraph C(6), Use Regulations - Mount panel antennas at 230' on an existing tower and locate necessary equipment on site for use as a telecommunications facility in an Industrial Park District. GRANTED

Zoning Board of Appeals (cont.)

- 04/09 Exxon Corporation, 365 Turnpike Road (24-4) - Variance from Article III, Section 174-8.7, Paragraph E(3)(c), Use Regulations - Install a canopy lacking the required side setback in an Industrial District. GRANTED
- 04/30 David J. & Suzanne J. Eagle, 11 Sarsenstone Way (27-33) - Special Permit from Article V, Section 174-19, Nonconforming Uses and Structures and a Variance from Article III, Section 174-8.2, Paragraph D(3)(b), Use Regulations - Extend a nonconforming structure and rebuild deck lacking the required rear setback in a Residence A District. GRANTED
- 04/30 Farboro Realty Trust, 251 Turnpike Road (27-13) - Special Permit from Article V, Section 174-19, Nonconforming Uses and Structures and a Variance from Article III, Section 174-8.5, Paragraph E(3)(a) and E(3)(c), Use Regulations - Construct additions lacking front and side setbacks onto a nonconforming structure in a Business Highway District. GRANTED
- 04/30 Stockwell Farms Realty Trust, 2 Fitzgerald Lane (3-13) - Appeal Building Inspector's decision that septic system retaining wall is a structure from Article VI, Section 174-25, Paragraph A(1), Appeals and Article I, Section 174-2, Paragraph B, Definition of Structure and a Variance from Article III, Section 174-8.3, Paragraph D(3)(a) and D(3)(c), Use Regulations - Permit the construction and maintenance of a septic system retaining wall in a Residence B District. APPEAL DENIED - VARIANCE GRANTED
- 05/07 Parkerville Road Realty Trust, 7 Hubley Lane (13-46) - Special Permit from Article III, Section 174-8.2, Paragraph B(11), Use Regulations - Permit for a construction trailer. GRANTED
- 05/07 Frank Gohlke & Lucy Flint-Gohlke, 2 Bridge Street (2-32) - Special Permit from Article III, Section 174-19, Nonconforming Uses and Structures - Construct a second floor addition, within the setbacks, onto a nonconforming structure in a Residence B District. GRANTED
- 05/07 Falconi Brothers, Inc., 29 Boston Road (55-90) - Special Permit from Article III, Section 174-11, Paragraph D, Signs - Permit for an additional sign in a Business Village District. GRANTED
- 05/07 W. David & Maria Brown, 14 Sadie Hutt Lane (73-8) - Special Permit from Article V, Section 174-9, Paragraph B, Accessory Apartments and a Variance from Article III, Section 174-8.2, Paragraph D(4), Use Regulations - Accessory apartment on second floor over an existing garage. GRANTED
- 05/29 South Hill Realty Trust, 213 Middle Road (19-14) - Special Permit from Article V, Section 174-19, Nonconforming Uses and Structures and a Variance from Article III, Section 174-8.2, Paragraph D(3)(c), Use Regulations - Construct a second floor addition and a garage, lacking the required side setback, onto a nonconforming structure in a Residence A District. GRANTED
- 05/29 William & Constance L. Mauro, 2 Park Street (54-66) - Variance from Article I, Section 174-2, Paragraph B, Definition of Accessory Apartment and a Special Permit from Article III, Section 174-8.4, Paragraph D(1), Use Regulations and Section 174-9, Paragraph B, Accessory Apartments - Accessory apartment on the second floor of a business in a Business Highway District. GRANTED
- 05/29 Southborough Realty Trust II, 4 Heather Lane (9-60) - Variance from Article III, Section 174-8.3, Paragraph D(2), Use Regulations - Construct a single family dwelling lacking the required frontage in a Residence B District. GRANTED
- 05/29 Southborough Realty Trust II, 4 Heather Lane (9-60) - Appeal Building Inspector's decision for the height of the building from Article VI, Section 174-25, Paragraph A(1), Appeals and a Variance from Article III, Section 174-8.3, Paragraph D(4), Use Regulations - Maximum height of the dwelling in a Residence B District. WITHDRAWN WITHOUT PREJUDICE

Zoning Board of Appeals (cont.)

- 06/19 Paul Branchaud & Pamela Branchaud, Kate Henry-Sexton & Michael Sexton, 28 Clifford Street (35-39) - Special Permit from Article III, Section 174-9, Paragraph B, Accessory Apartments - Construct an accessory apartment at the rear of an existing single family dwelling in a Residence A District. DENIED
- 06/19 Philip J. Hanna, 146 Boston Road (47-4) - Special Permit from Article III, Section 174-8.3, Paragraph B, Use Regulations and a Variance from Article III, Section 174-9, Paragraph B(1), Accessory Apartments - Accessory apartment exceeding the habitable floor area of the accessory unit in a Residence B District. GRANTED
- 06/19 Tri State Freightliner, Inc., 218 Turnpike Road (28-9) Variance from Article III, Section 174-8.2, Paragraph C, Use Regulations - Operate commercial activities in a Residence A District. GRANTED
- 07/10 Barry James Thompson, 3 Bridge Street (2-33) Special Permit from Article III, Section 174-8.9, Wetland and Floodplain District - Construct an addition in a Residence B and Wetland and Floodplain District. GRANTED
- 07/10 McCarthy's Southboro News/Luncheon Corp. of America, 2 Main Street (54-63) - Special Permit from Article III, Section 174-11, Paragraph D, Signs - Additional sign in a Business Village District. GRANTED
- 07/10 Michael Jr. & Jane L. Jackson, 55 Main Street (53-8) - Special Permit from Article III, Section 174-9, Paragraph B, Accessory Apartments and Article V, Section 174-23, Reconstruction - Relocate a damaged carriage house to construct an accessory apartment in a Residence A District. GRANTED
- 07/10 Vladimir Rogatkin, 53 Presidential Drive (83-23) - Variance from Article III, Section 174-8.2, Paragraph D(3)(b), Use Regulations - Existing dwelling and deck lacking the required rear setback in a Residence A District. DENIED WITHOUT PREJUDICE
- 08/05 Robert L. Wellen, Jr., 37 Presidential Drive (82-15) - Variance from Article III, Section 174-8.2, Paragraph D(3)(c), Use Regulations - Existing deck lacking the required side setback in a Residence A District. GRANTED
- 08/05 Southborough Realty Trust II, 3 Kimberly Lane (9-16) - Variance from Article III, Section 174-8.3, Paragraph D(2), Use Regulations - Construct a single family dwelling lacking the required frontage in a Residence B District - WITHDRAWN WITHOUT PREJUDICE
- 08/05 Southborough Realty Trust II, 5 Kimberly Lane (9-34) - Variance from Article III, Section 174-8.3, Paragraph D(2), Use Regulations - Construct a single family dwelling lacking the required frontage in a Residence B District. WITHDRAWN WITHOUT PREJUDICE
- 09/25 John F. Reilly & Jane A. Smith, 49 Deerfoot Road (43-6) - Special Permit from Article V, Section 174-19, Nonconforming Uses & Structures and a Variance from Article III, Section 174-8.2, Paragraph D(3)(c), Use Regulations - Construct an addition lacking the required side setback onto a nonconforming structure in a Residence A District. GRANTED
- 09/25 John F. Lyons, 22 Richards Road (8-118) - Special Permit from Article III, Section 174-9, Paragraph B, Accessory Apartments - Construct an accessory apartment in a Residence B District. GRANTED
- 09/25 Omnipoint Communications, Inc., 10 Turnpike Road (39-56) - Special Permit from Article III, Section 174-8, Paragraph C(2) and Section 174-8.5, Paragraph C(3), Use Regulations - Mount wireless telecommunications panel antennas at 140' on an existing tower in a Business Highway District. GRANTED

Zoning Board of Appeals (cont.)

- 09/25 OmniPoint Communications, Inc., Coslin Drive (25-4A) - Special Permit from Article III, Section 174-8, Paragraph C(2) and Section 174-8.5, Paragraph C(3), Use Regulations - Mount telecommunications antennas at 220 ft. on an existing tower and locate equipment on site for use as a Personal Communication Service ("PCS") facility in an Industrial Park District. GRANTED
- 10/16 Scott Vanni, 18 John Matthews Road (36-35) - Variance from Article III, Section 174-8.3, Paragraph D(3)(c), Use Regulations - Connect house and garage with a walkway, with the garage lacking the required side setback in a Residence B District. GRANTED
- 10/16 Vladimir Rogatkin, 53 Presidential Drive (83-23) - Variance from Article III, Section 174-8.2, Paragraph D(3)(b), Use Regulations - Existing dwelling and deck lacking the required rear setback in a Residence A District. GRANTED
- 10/16 Frederick M. Daley, III, 6 Sadie Hutt Lane (73-4) - Variance from Article III, Section 174-8.2, Paragraph D(3)(a)(b)(c), Use Regulations - Construct a tennis court with the proposed fence, higher than 6 feet, lacking the required front, side and rear setback in a Residence A District. GRANTED
- 10/16 Southboro Medical Group, 24 Newton Street (65-13) - Special Permit from Article III, Section 174-11, Paragraph D, Signs - Additional sign in an Industrial District. DENIED
- 10/28 Wedgewood Realty Trust, 1,3,5,7,8,9,11,13,17 Wildwood Drive (7-29,30,31,32,83,33,34,35,36), 1,2,3 Aspenwood Lane (7-37,39,38), 34,36,38,40 Southwood Drive (6-19,20,21,22), - Special Permit from Article III, Section 174-9, Paragraph H, Multifamily Housing for the Elderly - Construct multifamily housing for the elderly in a Residence B District. CONTINUED
- 11/03 James Ruskowski, 224 Boston Road (48-16) - Special Permit from Article III, Section 174-9, Paragraph H, Multifamily Housing for the Elderly - Construct multifamily housing for the elderly in a Residence B District. CONTINUED
- 11/18 Nextel Communications, Inc., Coslin Drive (25-4A) Special Permit from Article III, Section 174-8, Paragraph C(2) and Section 174-8.6, Paragraph C(6), Use Regulations - Install telecommunications antennas on an existing tower and place a prefabricated equipment shelter at grade within an existing fenced compound at base of tower in an Industrial Park District. GRANTED
- 11/18 Mount Vickery Community Properties, LLC 26 Mt. Vickery Road (20-23 & 20-26) - Special Permit from Article III, Section 174-9, Paragraph H, Multifamily Housing for the Elderly - Construct multifamily housing for the elderly in a Residence A District - CONTINUED
- 12/02 David DePietri, Trustee of Town Center Realty Trust, 162 Cordaville Road (28-17) - Special Permit from Article III, Section 174-9, Paragraph D, Large Signs and Article III, Section 174-11, Paragraph D, Signs - Construction and erection of a site and directory sign at the entrance to the site and allow each business entity to place a sign on the building in an Industrial District. GRANTED
- 12/02 Mary Lou Ivey, 166 & 168 Marlboro Road (91-16,16A & 17) - Variance from Article III, Section 174-8.3, Paragraph D(1), Use Regulations - Divide three lots into two lots, with each new lot lacking the required lot area in a Residence B District. GRANTED
- 12/09 John L. Mitchell, 43 Turnpike Road (39-17) - Special Permit from Article V, Section 174-19, Nonconforming Uses and Structures and a Variance from Article III, Section 174-8.3, Paragraph D(2), Use Regulations - Construct a storage shed on a nonconforming lot lacking the required frontage in a Residence B District. GRANTED

PROTECTION OF PERSONS AND PROPERTY

**Fire Department
Police Department
Board of Health
Sealer of Weights and Measures
Animal Control Officer
Inspector of Animals**

FIRE DEPARTMENT

ACTIVITY

- April 6, 1996 marked the 100th anniversary of the formation of the Southborough Fire Department. The Department has come a long way in this period. In recognition of this event we held a birthday breakfast which was attended by our state and local officials along with many past members of the department who related to all of us the wonderful satisfaction they received in serving the people of Southborough as Firefighters and EMTs.
- Emergency responses, and all other activities we participate in, continue to increase to all time highs. Emergency medical services represent 43% of our total response with an ever increasing percentage of these calls requiring advanced emergency medical procedures.
- The continued boom in construction has required almost daily supervision of blasting operations in all sections of town. I would like to assure all residents that we very closely control all blasting operations in accord with State Codes and that there is a qualified department member monitoring each and every blast.
- We have taken part in numerous meetings with officials representing the MWRA regarding the construction of the MetroWest Tunnel.
- The supervision of the removal of underground storage tanks reached a record high with the removal of over 100,000 gallons of underground storage.
- Using funds donated by Harvard University, we have had our town-wide map installed onto a computerized database. In 1997 our goal is to join the information received from the E-911 system with this electronic mapping to assist the Firefighters and EMTs in finding you as quickly and efficiently as we can.

STAFFING

- Permanent Firefighter/EMTs continue to staff two stations 24 hours a day. One Firefighter is on duty at each station. In July a new concept for coverage was added. Seven Call FF/EMTs were qualified to work 12 hour night shifts in support of the on-duty permanent staff. This arrangement increased our nighttime coverage from 2 to 3. This represents the first increase in nighttime coverage in 30 years.
- Membership on the department is now at 37 members:
 - 9 Full-time Firefighters/EMTs
 - 1 Full-time Dispatcher/Administrative Secretary
 - 10 Call Firefighters/EMTs
 - 5 Call EMTs
 - 2 Call Firefighters
- Promotions: (permanent members) The contract between the town and the Permanent Firefighters was changed this year to include the position of Permanent Lieutenant. Following an independent promotional testing and interview process FF/EMT John L. Kendall and FF/EMT John C. Mauro were promoted to the position of Permanent Lieutenant.
- New appointments: (call firefighters) Gary J. Longo, Adam E. Phaneuf, Matthew J. Boland (third generation), Jeremy F. Fiorvanti, and Robert J. Kane.
- Promotions (call members) FF-II Marc B. Vaillette to FF-I/EMT, FF-II Frederick Mabardy to FF-I, FF-II/EMT Nancy Mabardy to FF-I, FF-III Gary Longo to FF-II.

EMERGENCY MEDICAL TRAINING (LT./EMT John L. Kendall, Jr., Director)

- 1996 has shown an increase in the ambulance service by 20%. Also showing an increase this year is the use of the Advanced Life Support unit operated by UMASS.

Fire Department (cont.)

- The current staffing of both full and part time EMTs is 24. FF. Gary Longo has completed his EMT training and is awaiting state certification.
- Training conducted throughout the year included a 6 hour Cold Water Rescue course conducted in January at the Sudbury Reservoir. The new ice rescue sled was used extensively by all members. Other training included Autistic Emergencies, Pediatric Trauma, a 16 hour vehicle extrication course, and Critical Incident Stress Debriefing. This class was conducted by in-house peer counselor Cynthia Bechtel. Defibrillator and CPR training has been conducted throughout the year. The bi-annual EMT Refresher course was conducted in September.
- Article 23 at the Annual Town Meeting was approved and has provided the department with funding to conduct EMT Intermediate training. This will allow local EMTs to establish IV lines as well as advanced airways and more intensive patient assessments. Private training consultants have been contacted and a firm will be hired in the very near future to begin training in the spring of 1997.
- In June, the Ambulance Service observed its 25th anniversary.
- The two department ambulances, all medical records, and employee records were inspected by the State Department of Public Health, as required by law.
- Heritage Day proved to be a bit trying this year due to the warm weather. EMTs treated a total of 27 people for bee stings with two people requiring transport to the hospital for more advanced treatment.

FIRE FIGHTING TRAINING (Capt./EMT David J. Dockstader, Training Officer)

- The department conducted seven regular training sessions covering CPR, District Familiarization, Multiple Company Evaluations, Water Supply, Ladders, Hazardous materials, Safety, and drilled in the use of Tools & Appliances. The Massachusetts Firefighting Academy conducted seven classroom and practical sessions on Incident Command and Protective Breathing Search and Rescue. Over half of the members assisted with instructing. This depth of knowledge and expertise is the foundation for excellence for the Fire Department.
- Free CPR classes were conducted the fourth Wednesday of each month for town residents. Numerous other CPR and First Aid Classes were held for the Police Department, Day Care Providers and other business.
- Four call members, Anthony Alessi, Neal Aspesi, Nancy Mabardy, and Marc Vaillette, were certified to work night shifts after six months of intensive training. Lt. Joseph Mauro attended 8 hour monthly Haz-Mat drills with District 14. FF. Gary Longo completed and passed a 30 hour Recruit Firefighting Class. FF. Anthony Alessi and Fred Mabardy drilled with the regional Dive Team. Capt. Dockstader was certified as a trainer by the Massachusetts Firefighting Academy to administer FF1 and FF2 classes. FF. Nancy Mabardy attended classes in Flammable Gases and Structural Firefighting. She also attended an Advanced Driver Training with FF. Anthony Alessi.
- A second Recruit Firefighters class is now in progress. With the installation of a computer training program in Dispatch, firefighter training in the basics is continuous. Working Call Lieutenants and Firefighters also train nightly in apparatus operation and firefighting skills.

FIRE PREVENTION (Capt./EMT John D. Mauro, Jr., Fire Prevention Officer)

- The following inspections (422) were conducted:

102	26F (resale) inspections
86	26B (new construction) inspections
100	Oil burner inspections
23	Propane inspections
5	House number reinspections
8	School inspections

Fire Department (cont.)

31	Annual inspections (for license renewals)
45	Commercial building inspections
6	Tank truck inspections under 527 CMR 8.00
4	Pre-blast survey inspections
7	Blast observations
4	Misc. safety inspections (insurance company inspections)

- The following meetings and training were attended:
 - 5 Fire Prevention Assoc. Of Massachusetts meetings attended
 - 6 Other training attended (Arson investigation, etc.)
- The following programs were presented to the public:
 - 7 Misc. fire and safety programs
 - 5 School fire prevention programs
 - 7 Fire station tours (groups)
- The following indicated plans reviewed:
 - 121 Smoke detector locations (148 26B)
 - 29 Commercial (new construction, fire alarm and sprinkler, site plans, etc.)

SCHOOL FIRE PREVENTION PROGRAMS

- Working in conjunction with the staff at the Finn and Neary Schools, the Fire Prevention program for the kindergarten, first and second grades was expanded using the National Fire Prevention Association's *Learn Not To Burn* curriculum. This program uses a series of lessons to teach children fire safety in a positive, nonfrightening manner. The program was started during Fire Prevention Week in October and is expected to continue throughout the school year. Fire prevention programs were also offered to the preschools of Southborough.
- An application was made to the Commonwealth of Massachusetts for a SAFE (Student Awareness of Fire Education) grant. The department received \$3,500. This grant will be used to defray the cost of the Fire Education Program for the kindergarten, first and second grades.

TRAINING/EDUCATION

The Fire Chief attended the following training and education programs:

- National Safety Council Emergency Vehicle Operator Training
- Fire Prevention Association of Massachusetts Annual Educational Seminar
- The Massachusetts Fire and Life Safety Educator's Conference
- Juvenile Fire Setter Intervention Conference
- Massachusetts Chapter of the International Association of Arson Investigators

GENERAL

- Annual inspections were conducted in establishments requiring license renewals by the Board of Selectmen. This was the first comprehensive inspection program in many years. Many minor and a few major fire and safety violations were observed. The inspections not only serve to identify fire and safety violations, but to also education the business owners in fire and safety practices.

CAPITAL IMPROVEMENTS

- In February a contract was signed for the purchase of a new 4-wheel drive pumping engine. Delivery will be in March of 1997. A new command vehicle was equipped and placed in service in July. In November a new roof was installed on fire headquarters.

SERVICE TO THEIR COMMUNITY

- FF/EMT-P Robert (Doc) Mahoney resigned after serving 17 years as a call member. Doc was appointed to a full-time position with the Franklin Fire Department. His advanced emergency medical talents will be greatly missed.
- This year marked the loss of a Firefighter who played an important part in all aspects of Southborough community life. Lieutenant George A. Hubley, Sr. (ret.) served with the department for over 40 years. He added an element of history and humor that will never be replaced. George had a living historical knowledge of life in Southborough and of the people and events that made this the truly unique community it is.

POLICE DEPARTMENT

There were several changes in the staffing of this Department during 1997. Det. Michael Harpster resigned to take a position as special agent with the Federal Bureau of Investigation. Two officers retired, Frank Moore and William Harpster. Also, Lewis Maida, our longtime maintenance person and close friend, retired. We wish each of these gentlemen a safe and happy future. In April, two officers were hired for full-time positions. Scott Henderson, a former officer at Worcester Airport and reserve officer here; and Heath Widdiss, who was a corporal with the Gayhead Police on Martha's Vineyard. Two new Reserve Officers were also hired, Brandon Edwards and Kevin Landry. Officer Landry attended the full-time 18-week municipal police academy during the year.

All Officers attended in-service training which included legal updates, gang information, and motor vehicle law. Every employee, full and part-time did monthly departmental training on various topics related to their responsibilities. One officer also attended a two-week Drug Enforcement Administration course.

One officer, Rick Mattioli, was assigned as Department liaison to the new Student Safety Network which is based at Algonquin Regional High School. This organization deals with a myriad of issues and concerns that may arise including drug and alcohol use and abuse. An increase in juvenile crime and drug activity was felt by this Town. Diligent efforts are being made to educate and protect our teenagers, as well as to enforce the laws surrounding these issues. We ask for your support in the acceptance and implementation of a zero tolerance policy during this school year.

Our community policing programs increased this year to include a new safety patrol. The officers on this assignment, which started in December, visit the package stores, gas stations, convenience stores and night clubs to check for any violations of cigarette and alcohol sales, liquor license violations or attempt to purchase these items by juveniles. We will carry through with this program during the weekends in 1998.

The bicycle patrol was again a successful and well-received outreach to this fine Town. The officers were able to meet many children, residents, visitors and businessmen, and we will continue this agenda in the spring of 1998. Thank you for your strong support of this program.

Also, our officers continue to train young adults, ages 14 to 20, from Southborough and surrounding communities through our Explorer Post 53.

Three officers, Sgt. Jane Moran, Kevin Walsh and Joseph Bennett, were recognized by and received an award from MADD (Mothers Against Drunk Driving) for helping to keep our roads safe. And Officer Timothy Slatkavitz taught the D.A.R.E. curriculum to the 5th grade classes at Neary School as well as Fay School.

A Department Web page was developed by town resident John Cardamone. The website is www.ultranet.com/~jcard/spd.

The number of false burglar alarms were 888, a slight increase over 1996. We again ask the residents and business owners for their attention and help. Our goal is to see a major reduction in these unnecessary calls in 1998.

A much-needed new roof was added to this building in the fall. Also, we were fortunate to receive some gym equipment from a generous resident so that we could set up a workout area in the basement.

In the spring we received donations from Fay School and St. Mark's School which allowed us to purchase a radar display board. This unit is placed on a cruiser and stationed in various locations throughout the Town. It has helped reduce the number of speeding complaints in certain neighborhoods. Traffic and safety continue to be a daily concern. We will continue to heavily enforce the motor vehicle laws to make our roads safe for all. Thank you to these schools for their financial help and encouragement.

Police Department (cont.)

It was the busiest year ever. The demands on the need for police services has risen dramatically, both in crime-related and non-criminal requests for help and assistance. We express gratitude to the citizens, children, and the business community for their strong support. Public safety is *everyone's* responsibility.

Finally, on behalf of the Southborough Police, I would like to thank the other Town Departments for their cooperation. I would like to thank our officers who are dedicated to serving the needs of this town, its residents, businesses, and visitors.

ANNUAL REPORT - 1997

ANIMAL COMPLAINTS	191
ARRESTS	80
ASSAULTS	11
ASSIST CITIZENS/MOTORISTS	1,231
ASSIST OTHER AGENCIES	804
BUILDING CHECKS	4,051
BURGLAR ALARMS	888
BURGLARY/B&E & ATTEMPTS	32
BUSINESS ESCORTS	30
CIVIL COMPLAINTS	15
DISTURBANCES/ANNOYING PHONE CALLS	106
DRUG LAW VIOLATIONS	10
GENERAL SERVICES	422
LARCENY	71
LIQUOR LAW VIOLATIONS	3
M/V ACCIDENTS	419
MISSING PERSONS	23
MOTOR VEHICLE VIOLATIONS	3,213
MOTOR VEHICLE THEFTS	2
PROTECTIVE CUSTODY	21
ROBBERY	2
SEX CRIMES	3
STOLEN M/V RECOVERED	3
SUMMONS DELIVERED	166
SUSPICIOUS ACTIVITY	599
VANDALISM	89

PROTECTING OUR COMMUNITY.....TOGETHER

BOARD OF HEALTH

The Board of Health conducted 24 Regular Meetings and 8 Special Meetings. The Board's regular meetings are usually held on the 2nd and 4th Tuesday of each month.

The Board continues to spend the bulk of its time on administering and enforcing the State Title 5 Code. This Code regulates all sub-surface sewage disposal systems with an estimated sewerage flow of less than 10,000 gallons per day. The only two systems in town that have more than 10,000 gallons per day are the St. Mark's School system, and the new Wedgewood Condominium development off Parkerville Road, located just west of the Finn School. There are many sub-surface systems being constructed in town that are just under the 10,000 gallon per day threshold, such as large office and warehouse buildings, schools, a shopping mall, an M.W.R.A. Tunnel Workers Building, and many proposed elderly housing complexes. These all require proper management to make sure they continue to function and will not cause a public health or environmental problem. The Board is beginning to require that every septic system over 2,000 gallons per day submit an ongoing septic system "Operations and Management Schedule". This also requires the Agent to monitor and track these schedules for compliance.

Septic System Inspections: These are inspections conducted by private licensed state inspector's for all properties that are being transferred, buildings changing their use or functions, homeowners seeking loans to replace failing septic systems and a few other cases.

	1995	1996	1997
TOTAL TITLE 5 CODE INSPECTIONS	123	106	107
NUMBER OF "FAILED" SEPTIC SYSTEMS	19 (16%)	15 (14%)	19 (18%)
NUMBER OF "CONDITIONAL" PASS	3	9	10
NUMBER OF INSPECTIONS WHICH PASSED	101	81	78
NUMBER OF SYSTEMS REQ. FURTHER EVALUATION BY BOARD OF HEALTH AGENT	3	1	0

Household Hazardous Waste Collection: The Board of Health had another very successful Household Hazardous Waste Collection day on Saturday, November 1, 1997, at the D.P.W. Garage and Transfer Station. Advanced Environmental Technical Services (A.E.T.S.) from Marlborough handled the waste collection and proper disposal.

Flu Clinic: The Board of Health, with the assistance of the Gold Standard Nursing Services and several able volunteers, vaccinated 285 mostly elderly adults for protection against influenza and administered 78 pneumococous shots against Pneumonia.

Tobacco Control Program: The Rt. 9 East Tobacco Control Program will be entering its third year in the Town of Southborough. Thanks to the assistance of Mark LaVertue, and Denise Phaneuf, the Southborough Board of Health, has been able to successfully meet, and in many cases exceed, its 1997 goals. Our highlight accomplishment for 1997 was the successful acquisition of increased grant funding after last year's disappointing tobacco control budget cuts. This new funding cycle will carry the program until June 10, 2000.

The programs three basic goals for 1997 were as follows:

- 1st. To provide free smoking cessation services and referrals for community residents and businesses.
- 2nd. To provide educational training, materials, and lectures on tobacco use prevention.
- 3rd. To assist the local Board of Health in development, implementation, and enforcement of local tobacco control regulations.

As a tobacco control collaborative time and resources are divided among the five towns serviced through the agency (Shrewsbury, Westborough, Southborough, Northborough, and Grafton). The following is a summary of events throughout 1997, specific to the Town of Southborough.

Board of Health (cont.)

- Telephone inquires from Southborough residents seeking information on smoking cessation services equal 5% of the total calls registered.
- March 1997, Pamela Laffin toured the Woodward Middle School.
- November 1997, all tobacco merchants now have a local tobacco permit from the BOH.
- There have been speaking opportunities at local civic and social organizations.
- May of 1997, a tobacco control educational outreach, "Cigarettes are Yuck" was conducted at Neary School.
- August 1997, a local tobacco merchant educational training was conducted.
- Tobacco educational materials were disseminated at local health fairs (Heritage Day Event)
- Developed local Public Access Television programs and Public Service Announcements designed to reach both children and adult smokers and nonsmokers.
- On going smoking cessation programs and individual counseling for Southborough residents are being conducted.
- December 1997, an educational outreach on chewing tobacco with "Former Boston Celtics player Bob Bigelow" was conducted at St. Mark's High Academy.
- November 1997, a poster contest was conducted with middle school children, to spoof tobacco ads.
- December 1997, an education outreach to students at St. Mark's Academy was presented.

The Rt. 9 East Tobacco Control Program has already been quite active in the Town of Southborough and will continue to provide free services, with a strong emphasis on preventing children from starting to use tobacco products, and an increased effort to reduce public environmental tobacco smoke exposure.

Rabies Clinic: The Board of Health sponsored another Rabies Clinic with Dr. Ovid Fraser, D.V.M. and his staff. Sixty-two (62) cats and dogs were vaccinated against rabies. Although rabid raccoons and other rabid wild animals are continuing to abate, the problem is still around and therefore citizens of Southborough are not only encouraged, but obligated by law, to have their dogs and cats vaccinated against rabies.

Hepatitis B Shots for 6th Grade Students: The Board continues to procure enough Hepatitis B Shots for all 6th grade students who want them. So far, over 95% of all 6th graders have elected to be vaccinated against this increasing disease. The school nurse and a few volunteers administer the shots.

Landfill Committee: Both the Chairman of the Board of Health, Phil Mauch, and the Board's full-time Agent were appointed to the Parkerville Road Landfill Committee and have attended all meetings. Phil Mauch was unanimously elected Chairman of this committee. Much of the required site investigation has been used to evaluate alternative closure recommendations presented by S.E.A. Engineering Consultants, and cost estimates of going to Town Meeting for final completion.

ACTIVITY

<u>1. Licenses Issued</u>	1995	1996	1997
Day Camp	1	2	1
Food Establishments	41	41	40
Funeral Directors	1	1	1
Septic Hauler's	13	10	13
Septic Installer's	46	44	46
Massage Establishment's	6	6	8
Massage Practitioner's	10	6	8
Massage Polarity	1	1	1
Semi Public Pool's	6	7	8
TOTAL LICENSES ISSUED	125	118	126

Board of Health (cont.)

2. Permits Issued

On-Site Sewerage Treatment & Disposal Systems:

* Residential:

	1995	1996	1997
New Sewerage System Plans -----	141	62	50
Updated Sewerage System Plans -----	28	19	25
Revision to Approved Plans -----	30	24	22
Complete Replacement Sewerage System Plans	19	23	56
Total Residential Plans -----	218	128	103

* Non-Residential:

New Sewerage System Plans -----	8	3	8
Expansion to Existing System -----	3	1	3
Complete replacements Sewerage System Plans	1	5	3
Total Non-Residential Plans -----	12	9	14

* Other permits:

Horse Stable Permits -----	1	3	1
Well Water Permits -----	6	10	9
Total Other Permits -----	7	13	10

3. Soil Testing Witnessed by Agent

* Deep-Hole Tests -----	290	211	495
* Percolation Tests -----	215	156	460
Total Soil Tests Witnessed by Agent -----	505	367	955

4. Board of Health Monitor Wells

<u>Readings to determine Ground Water Fluctuations</u> -----	182	170	105
--	-----	-----	-----

5. <u>Total Septic System Installation Inspections by Agent</u> ---	298	288	329
---	-----	-----	-----

6. <u>Total Housing Complaints Received</u> -----	10	0	2
---	----	---	---

7. <u>Total Housing Inspections</u> -----	6	0	1
---	---	---	---

8. <u>Food Establishment Inspections</u> -----	96	48	31
--	----	----	----

9. <u>Proposed Residential Alterations Requiring Review</u> -----	108	66	73
---	-----	----	----

These include building alterations, decks, pools, garages, and other structures which could interfere with the existing septic system.

Amount of money received by Board of Health in fees

licenses and permits. -----	\$43,598	\$40,517	\$65,419
-----------------------------	----------	----------	----------

The amount collected in fees, licenses and permits represents the following percent for the Total Amount Budgeted that Year -----

63% 56% 83%

New Administrative Secretary - In October the Board's previous secretary left; the Board advertised, interviewed, and selected Barbara Luther as the new Administrative Secretary. Barbara started work on November 25, 1997. The Board was assisted in the interim by Kathy O'Brien.

Board of Health (cont.)

Gold Standard, Inc. Of Hopkinton - The Board retained the services of Gold Standard Nursing and Home Health Care Specialists. This Nursing Service assisted the Board in administering the influenza and pneumococcus vaccines at the Annual Flu Clinic, provided Hepatitis B vaccines to "at-risk" public employees, assisted the school nurse in providing Hepatitis B vaccines to 6 grade students, and handled all epidemiologic follow-up reports of infectious disease patients in town to the State Department of Public Health

Lyme Disease - Lyme Disease is an infectious disease syndrome caused by a bacterium that is transmitted to humans by the bite of an infected tick. Southborough had six reported and confirmed cases of Lyme Disease last year. Although not yet as prevalent as in towns on Cape Cod or along the coast of Connecticut, Southborough appears to be having an infestation of ticks carrying this disease. Residents are therefore warned to check for signs of tick bites, especially between late May through early autumn. It is important to note that not all ticks carry Lyme Disease and even a Lyme tick bite does not necessarily mean that the disease will follow.

The first symptom of Lyme Disease is usually, but not always, a skin rash at the site of a bite. It begins as a small red area 3 to 32 hours after the bite then gradually enlarges, often with partial clearing in the center, so to resemble a donut. There may be burning or itching.

The Board of Health Office has literature and pictures concerning Lyme disease; what to look for, how to avoid contracting the disease and further information concerning symptoms. If a person thinks they, or a member of their family has possibly been bitten by a tick and contracted the disease, they should seek medical help for further diagnosis and treatment.

SEALER OF WEIGHTS & MEASURES

The following types of measuring devices used in the sale and services of consumer goods were tested and sealed, indicating the devices are within the allowed tolerances of Federal and State Divisions of Standards.

WORK COMPLETED IN 1997

Scales:	11 Scales and Balances	Sealed
Weights:	15 Metric	Sealed
	30 Apothecary	Sealed
Automatic Liquid Measuring Devices:	41 Fuel Pumps	Sealed
Devices Adjusted:	10 Fuel Pumps	
Fees turned over to the Town Treasurer		\$852

ANIMAL CONTROL OFFICER

Dogs to Adoption Centers	8
Cats to Adoption Centers	2
Dogs Killed by Cars	5
Cats Killed by Cars	34
Dogs taken to Vets - alive (ambulance service)	2
Others Killed by Cars (includes 6 deer)	170
Complaints	263
Court Tickets	65
Warnings	35
Lost Dog Calls	66
Lost Cat Calls	61
Lost Chicken Calls	1
Lost Ferret Calls	1
Dogs Returned to Owners	24
Cats Returned to Owners	1
Resident Assists	65
Receipts	\$444
Hearings	1
Mileage	4768.1

INSPECTOR OF ANIMALS

	<u>Adult</u>	<u>Young</u>
Cattle: (Adult = 2 years & over)		
Number of dairy	7	18
Number of beef	9	9
Number of steers/oxen	0	0
Number of goats (Adult = 1 year & up)	6	2
Number of sheep (Adult = 1 year & up)	18	0
Swine: pot bellied pets	3	0
Number of breeders	0	0
Number of feeders	0	0
Equines: Donkey	1	0
Number of horses	53	0
Number of ponies	10	0
Number of stables accessible to the public	3	
Number of llamas	2	
Number of chickens	159	
Number of turkeys	6	
Number of ratites	0	
Number of waterfowl (ducks, geese)	62	
Number of gamebirds (pheasants, quail, quinea)	1	
Number of rabbits	17	
Dog bites to humans	5	
Cat bites to humans	0	
Cases of rabies in domestic animals	0	

TOWN CLERK

Election Officers

Annual Town Meeting 4/14/97 —

Special Town Meeting 4/14/97 —

Adjourned Session 4/15/97 —

Annual Town Election 5/12/97 —

PRECINCT I
ELECTION OFFICERS 1997/1998
(appointed)

Gail B. Rowe, Warden
Lidia A. Kiley, Deputy Warden

INSPECTORS:

Alphonsina A. Torcoletti
Vernelle L. Cibelli
Florence M. Reilly
Theresa M. Prosperi
Jill L. Brennan
Carolyn A. Ostresh
Arthur R. Miner
Eleanor E. MacLauchlan

TELLERS:

Ruth M. Anketell
Jacqueline G. Aspesi
Marilyn M. Aspesi
Patricia A. Aspinwall
Kathleen B. Bartolini
Ruth O. Berry
Katherine I. Best
Gladys R. Binder
Carol A. Carlson
Sheila M. F. Clark
Dorothy M. Delarda
Marianne J. Geary
Alice D. Gulbankian
Anne M. Huff
Marie A. Kensinger
Kathleen Lane

Janet M. E. Mattioli, Clerk
Mary A. McCann, Deputy Clerk

INSPECTORS:

Fred J. Quinn
Lena A. Carloni
Lorraine C. Gasparoni
Elizabeth Hagopian
Caroline Pessini
Irene Burkis Tibert
Alma Sahagian
Sahag Sahagian

TELLERS:

Ann McDonald
Barbara A. Murphy
Nicholas Petersante
Rosemary Petersante
June B. Phillippo
Holly Smith
Elizabeth A. Vail
Karen A. White
Sharon A. Zaniboni

PRECINCT II
ELECTION OFFICERS 1997/1998
(appointed)

Maxine Juliano, Warden
Patricia Richardson, Deputy Warden

INSPECTORS:

Jean Scott Conti
Donna L. McDaniel
Catherine D. Alsterlund
Janet R. Gorham
Carmen M. Colyer
Janice L. Sturgeon
Bonnie J. Phaneuf

TELLERS:

Janet S. Denapoli
Maureen T. Ferris
Alice Brenda Gaffney
Kathryn M. Henderson
Linda C. Hubley
Arlene M. Johnson
Robert P. Juliano
Rae T. Kay
Maryann T. Lamy
Sally A. McHugh
Thomas M. McHugh
Mary E. Matthews

Gloria M. Aspesi, Clerk
Marguerite R. Aspesi, Deputy Clerk

INSPECTORS:

Mary T. Carr
James B. Denman
Lois W. Denman
Nancy F. Gill
Josephine D. Laptewicz
Joan A. Barry

TELLERS:

Barbara L. Mullins
Cyd C. Ostrovsky
Mary T. Peterson
Mary Purcell
Susan M. Ricci
Ann Sarkis
Paul L. Sullivan
Martha L. Templeman
George N. Thibeault
Helen M. Thibeault
Carole A. Walsh
Dorothy R. Walsh
Sheila C. Wilson
Elaine A. Yetman

ANNUAL TOWN MEETING

Monday, April 14, 1997

At the Annual Town Meeting duly called and held in the A.S. Woodward Memorial School, Southborough, MA on Monday, April 14, 1997 at 7:00 p.m. the following Articles were voted upon in a legal manner. There was a quorum present (150 voters = quorum, (366) voters were present).

Checkers:	Janet M.E. Mattioli	Lidia A. Kiley
	Theresa M. Prosperi	Lois W. Denman

The Meeting was called to order at (7:40 p.m.) by Town Moderator, John H. Wilson.

The following Tellers were appointed by Moderator Wilson and sworn-in by Town Clerk, Paul J. Berry:

Doriann M. Jasinski, 33 Presidential Drive
Henry C. Valcour, Jr., 10 John Street
James B. Denman, 42 Flagg Road
Edgar A. Phaneuf, Jr., 171 Middle Road

A moment of silence was held in memory of those persons who have served the Town in the past:

Aldrich C. Foote, David A. McLaughlin, George A. Hubley, Sr., Virginia A. Sheppard, Warren J. Watkins, Richard L. Mattioli, John M. Carman, Alice White, Herbert F. Ramsdell, Jr., John F. Hurley and George Labarre.

The Colors were presented by Girl Scout Troop #2774.

Moderator Wilson had requests from the following non-voters to attend the Annual Town Meeting:

Laurie Sugarman-Whittier, 1033 Edmands Road, Framingham, MA, Youth Commission.
Ellen Piontek, 170 Mellen Street, Holliston, MA, Youth Commission.
Barbara Cowles, 23 Shawmut Avenue, Marlborough, MA, Woodward Guidance for Youth Commission.
Glenda Hazard, Southborough Villager.
Bob Melican, Superintendent of Schools.
Eugene F. Carlo, Superintendent of Assabet Valley Regional Vocational High School.
John Kustigian, Business Manager, Assabet Valley Regional Vocational High School.
Theodore Gibson, 64 Sears Road.
Paul C. Pisinski, Agent to the Board of Health.
Peter Johnson, Inspector of Buildings.

There being no objections from the floor, it was voted to allow the above non-voters to remain.

The boundaries of the Hall were outlined by the Moderator to include all of the floor area with the exception of the bleachers on the left side of the room. These bleachers were for the non-registered (non-voting) public.

Moderator Wilson noted the receipt of the return of the Posting of the Warrant for the Annual Town Meeting by the Constable.

It was voted Unanimously to waive the reading of the Warrant.

ARTICLE 1: To hear reports of the various Town Officers and Committees and to take such action thereon as the Town may vote.

M. Jeanne Sholl, Advisory Committee Chairman, read her report.

VOTED UNANIMOUSLY: To accept the report of M. Jeanne Sholl, Advisory Committee Chairman, as read.

Thomas McCarthy, Chairman, Municipal Building Planning Committee presented his report.

VOTED UNANIMOUSLY: To accept the report of Thomas McCarthy, Chairman, Municipal Building Planning Committee, as read.

Robert J. DePietri, Jr., Chairman, School Building Committee read his report.

VOTED UNANIMOUSLY: To accept the report of Robert J. DePietri, Jr., Chairman, School Building Committee, as read.

At (8:12 p.m.) it was Voted Unanimously to temporarily ADJOURN the Annual Town Meeting until the completion of the Special Town Meeting.

SPECIAL TOWN MEETING MONDAY, APRIL 14, 1997

At the Special Town Meeting duly called and held in the A.S. Woodward Memorial School, Southborough, MA on Monday, April 14, 1997 at 8:00 p.m. the following Articles were voted upon in a legal manner. There was a quorum present (150 voters = quorum, (318) voters were present).

Checkers:	Janet M.E. Mattioli	Lidia A. Kiley
	Theresa M. Properi	Lois W. Denman

The Meeting was called to order at (8:13 p.m.) by Town Moderator, John H. Wilson.

The following Tellers were appointed by Moderator Wilson and sworn-in by Town Clerk, Paul J. Berry:

Doriann M. Jasinski, 33 Presidential Drive
Henry C. Valcour, Jr., 10 John Street
James B. Denman, 42 Flagg Road
Edgar A. Phaneuf, Jr., 171 Middle Road

Moderator Wilson noted the receipt of the return of the Posting of the Warrant for the Special Town Meeting by the Constable.

It was voted Unanimously to waive the reading of the Warrant.

ARTICLE 1: To see if the Town, in accordance with Massachusetts General Laws, Chapter 71, Section 16 (d), as amended, will vote to authorize the Northborough-Southborough Regional School Committee to incur debt in the amount of \$210,000 for the purpose of making extraordinary repairs and renovations of a capital nature at Algonquin Regional High School, or do or act anything in relation thereto.

MOTION MADE: That the Town, in accordance with Massachusetts General Laws, Chapter 71, Section 16 (d), as amended, authorize the Northborough-Southborough Regional School Committee to incur debt in the amount of \$210,000 for the purpose of making extraordinary repairs and renovations of a capital nature at Algonquin Regional High School. (2/3 vote required).

PASSED BY THE FOLLOWING HAND COUNT: YES: 8 NO: 2, That the Town, in accordance with Massachusetts General Laws, Chapter 71, Section 16 (d), as amended, authorize the Northborough-Southborough Regional School Committee to incur debt in the amount of \$210,000 for the purpose of making extraordinary repairs and renovations of a capital nature at Algonquin Regional High School.

ARTICLE 2: To see if the Town will vote to raise and appropriate, or transfer from available funds and appropriate, a sum of money for a preliminary planning and feasibility study to determine the impacts of future growth on traffic, to examine alternative and improved connections between the north and south sides of Route 9 for vehicles, bicycles and pedestrians, and to recommend possible solutions to the Board of Selectmen, or do or act anything in relation thereto.

MOTION MADE: That the Town raise and appropriate the sum of \$35,000 for a preliminary planning and feasibility study to determine the impacts of future growth on traffic, to examine alternative and improved connections between the north and south sides of Route 9 for vehicles, bicycles and pedestrians, and to recommend possible solutions to the Board of Selectmen.

MOTION: (as stated above) PASSED BY MAJORITY VOTE.

At (8:37 p.m.) on Monday, April 14, 1997 it was Moved and Unanimously Voted to DISSOLVE the Special Town Meeting of April 14, 1997.

ANNUAL TOWN MEETING MONDAY, APRIL 14, 1997

At (8:38 p.m.) the Annual Town Meeting of April 14, 1997 was resumed.

ARTICLE 2: To see if the Town will vote to fix for the fiscal year beginning July 1, 1997 and ending June 30, 1998, the annual salary and compensation of elective officers of the Town as provided by Section 108 of Chapter 41 of the General Laws, as amended:

Moderator	50.00	Assessors (3)	1,500.00
Town Clerk	12,000.00	School Committees (10)	500.00
Selectmen (3)	3,000.00	Board of Health (3)	450.00

, or do or act anything in relation thereto.

MOTION MADE: That the Town raise and appropriate \$17,500 for the fiscal year beginning July 1, 1997 and ending June 30, 1998, the annual salary and compensation of elective officers of the Town as provided by Section 108 of Chapter 41 of the General Laws, as amended:

Moderator	50.00	Assessors (3)	1,500.00
Town Clerk	12,000.00	School Committees (10)	500.00
Selectmen (3)	3,000.00	Board of Health (3)	450.00

MOTION: (as stated above) VOTED UNANIMOUSLY.

ARTICLE 3: To see if the Town will vote to accept any sum of money from St. Mark's School, Fay School, Harvard Medical School New England Regional Primate Research Center, L'Abri Fellowship, The New England Center for Children, and any other contributor and deposit same amount in Estimated Receipts Account, and determine what disposition shall be made of the same, if accepted, or do or act anything in relation thereto.

MOTION: (as stated in the words of the Article) VOTED UNANIMOUSLY.

ARTICLE 4: To see if the Town will vote to authorize the Town Treasurer, with the approval of the Selectmen, to borrow from time to time in anticipation of revenue of the financial year beginning July 1, 1997 in accordance with the provisions of General Laws, Chapter 44, and to issue a note or notes as may be given for a period of less than one year in accordance with General Laws, Chapter 44 Section 17, or do or act anything in relation thereto.

MOTION: (as stated in the words of the Article) VOTED UNANIMOUSLY.

ARTICLE 5: To hear the report of the Capital Budget Planning Committee, or do or act anything in relation thereto. Thomas W. Burns, Chairman, Capital Budget Planning Committee read his report.

PASSED BY MAJORITY VOTE: To accept the report of Thomas W. Burns, Chairman, Capital Budget Planning Committee, as read.

ARTICLE 6: To see if the Town will vote to delete Personnel Salary Administration Plan, Section 22. "Position Classes, Salary, Wage and Miscellaneous Schedule" of Chapter 31 of the Code of the Town of Southborough, and insert in its place the following:

SECTION 22. POSITION CLASSES, SALARY, WAGE AND MISCELLANEOUS SCHEDULE

SCHEDULE A

CLASS	GRADE
Page, Library.....	3
Clerk, Library.....	5
Clerk, Recreation	5
Maintenance Custodian	5
Secretary I, Town Committee	8
Police Dispatcher (part time).....	8
Reserve Police Officer (part time)	9
Library Assistant	10
Animal Control Officer	10
Prevention Coordinator, Youth Commission	12
Children's Librarian	12
Youth Director, Youth Commission	15
Town Accountant.....	16
Agent, Board of Health	16
Building Inspector.....	16
Treasurer/Collector	16
Library Director	18
Principal Assessor	18
Town Planner	18
Assistant Superintendent, DPW	19

SCHEDULE B

SALARY SCHEDULE

GRADE	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6
20	51,873.00	54,089.00	56,307.00	58,615.00	61,019.00	63,522.00
19	48,934.00	51,026.00	53,121.00	55,299.00	57,565.00	59,927.00
18	46,163.00	48,138.00	50,114.00	52,166.00	54,308.00	56,535.00
17	43,550.00	45,415.00	47,276.00	49,214.00	51,232.00	53,336.00
16	40,703.00	42,442.00	44,184.00	45,997.00	47,882.00	49,845.00
15	37,688.00	39,299.00	40,910.00	42,588.00	44,335.00	46,152.00
14	34,575.00	36,056.00	37,531.00	39,073.00	40,675.00	42,341.00
13	31,429.00	32,776.00	34,120.00	35,519.00	36,976.00	38,493.00
12	28,316.00	29,529.00	30,739.00	32,000.00	33,311.00	34,678.00
11	13.08	13.65	14.21	14.81	15.39	16.03
10	11.82	12.32	12.83	13.36	13.88	14.46
9	11.15	11.63	12.10	12.59	13.09	13.65
8	10.61	11.08	11.53	11.99	12.50	12.99
7	10.12	10.55	10.97	11.41	11.88	12.36
6	9.66	10.06	10.44	10.88	11.34	11.80
5	9.16	9.56	9.94	10.35	10.77	11.22
4	8.73	9.10	9.48	9.86	10.27	10.68
3	8.33	8.66	9.02	9.40	9.78	10.06

Longevity Pay For Full-Time Continuous Employment 20 Hours or More

After 5 years.....	\$375 per annum
After 10 years.....	\$475 per annum
After 15 years.....	\$575 per annum

After 20 years	\$650 per annum
After 25 years	\$750 per annum
After 30 years	\$850 per annum

SCHEDULE C

MISCELLANEOUS PUBLIC SAFETY COMPENSATION (NOT COVERED BY COLLECTIVE BARGAINING)

<u>FIRE DEPARTMENT</u>	<u>AMOUNT PER DRILL</u>	<u>PER BOX ALARM</u>
Call Fire Lieutenant	74.53	28.67
Call Fire Fighter 1	63.06	22.93
Call Fire Fighter 2	28.67	11.47

When a call fire fighter works in place of a permanent fire fighter he is reimbursed on an hourly basis equal to the first step of a permanent fire fighter.

SCHEDULE D

MISCELLANEOUS COMPENSATION SCHEDULE

General Group

Arts Center Director	(Annual) 9,313.89
Animal Inspector (P. T.)	(Annual) 873.71
Civil Defense Director	(Annual) 774.52
Civil Defense Clerk	(Annual) 106.70
Clerk, Board of Registrars (P. T.)	(Annual) 1,544.56
Council on Aging Coordinator	(Hourly) 17.85
Election Warden (P. T.)	(Hourly) 8.86
Election Worker (P. T.)	(Hourly) 7.57
Registrar of Voters (P. T.)	(Annual) 193.85
Slaughtering Inspector (P. T.)	(Annual) 579.98
Town Counsel (P. T.)	(Annual) (plus fees) 1,606.59
Veterans' Agent and Director of Veterans' Services	(Annual) 6,956.73 - 7,727.44 - 8,498.19 - 9,272.01
Summer Program Assistant, Youth Commission	(Hourly) 8.14
Seasonal Laborer	(Hourly) 6.51 - 6.69 - 6.87
Library Page (P. T.)	(Hourly) 6.51 - 6.69 - 6.87
Playground Supervisors	(Hourly) 8.40 - 13.13
Playground Counselors	(Hourly) 5.78 - 7.88
Director of Recreation Commission	(Hourly) 20.40
Swimming Director	(Hourly) 12.60 - 21.00
Swimming Instructors	(Hourly) 7.35 - 12.60
Swimming Aides	(Hourly) 5.78 - 6.30
Tennis Director	(Hourly) 10.50 - 18.90
Tennis Instructors	(Hourly) 6.30 - 8.40
Tennis Aides	(Hourly) 5.78 - 6.30
Tree Warden	(Hourly) 15.57
Wiring Inspector	(Annual) 10,855.35
Sealer of Weights & Measures	(Annual) 776.08

, or do or act anything in relation thereto.

MOTION: (as stated in the words of the Article) VOTED UNANIMOUSLY.

ARTICLE 7: To see if the Town will vote to raise a sum of money not to exceed the sum of \$14,991,550 as may be necessary, for the Town's use, and make appropriations of the same; or do or act anything in relation thereto.

MOTION MADE: To divide the question.

VOTED UNANIMOUSLY: To divide the question.

MOTION MADE: To take an Umbrella Vote on those budgets which do not have a hold on them, this one vote will have the affect of voting each separately.

VOTED UNANIMOUSLY: To take an Umbrella Vote on those budgets which do not have a hold on them, this one vote will have the affect of voting each separately.

GENERAL GOVERNMENT

BUDGET NAME	FY 1998 REQUEST
<u>14 MODERATOR</u>	
700 Other Charges	50
MODERATOR TOTAL	50
<u>119 ADVISORY COMMITTEE</u>	
700 Other Charges	135
ADVISORY COMMITTEE TOTAL	135
<u>122 BOARD OF SELECTMEN</u>	
110 Salaries	171,850
100 Total Personal Services	171,850
304 Medical Exams	500
342 Legal Notices	1,200
200 Total Purchase of Services	1,700
710 Travel	1,000
730 Dues	2,315
731 Meetings	1,800
732 Subscriptions	2,033
733 Conference/Schooling	1,300
734 Conference Registration	1,000
782 Miscellaneous	0
700 Other Charges and Expenses	9,448
BOARD OF SELECTMEN TOTAL	182,998
<u>135 TOWN ACCOUNTANT</u>	
110 Salaries	71,071
100 Total Personal Services	71,071
342 Legal Notices	0
200 Total Purchase of Services	0
420 Office Supplies	75
400 Total Supplies	75
700 Other Charges	820
800 Capital Outlay	0
TOWN ACCOUNTANT TOTAL	71,966
<u>141 ASSESSORS</u>	
110 Salaries	101,757
100 Total Personal Services	101,757
345 Advertising	100
380 Contracted Services	9,000

BUDGET NAME	FY 1998 REQUEST
ASSESSORS (cont.)	
200 Total Purchase of Services	9,100
420 Office Supplies	700
581 Maps	2,500
582 Deeds & Plans	750
400 Total Supplies	3,950
700 Other Charges	5,200
800 Capital Outlay	0
ASSESSORS TOTAL	120,007
<u>145 TREASURER/COLLECTOR</u>	
110 Salaries	135,565
100 Total Personal Services	135,565
253 Computer Services	2,500
382 Bank Service Charges	13,000
200 Total Purchase of Services	15,500
420 Office Supplies	6,700
400 Total Supplies	6,700
700 Other Charges	3,450
800 Capital Outlay	200
TREASURER/COLLECTOR TOTAL	161,415
<u>151 LEGAL</u>	
308 Legal Services	60,000
200 Total Purchase of Services	60,000
LEGAL TOTAL	60,000
	<u>*-10,000</u>
	50,000

***MOTION MADE:** To reduce the LEGAL BUDGET by \$10,000 to a new total of \$50,000.

PASSED BY MAJORITY VOTE: To reduce the LEGAL BUDGET by \$10,000 to a new total of \$50,000.

152 PERSONNEL BOARD

110 Salaries	1,402
100 Total Personal Services	1,402
344 Postage	25
380 Consultant Services	5,000
200 Total Purchase of Services	5,025

BUDGET NAME	FY 1998 REQUEST
PERSONNEL BOARD (cont.)	
420 Office Supplies	50
400 Total Supplies	50
700 Other Charges	0
PERSONNEL BOARD TOTAL	6,477
<u>158 ADMINISTRATIVE SUPPORT</u>	
110 Salaries	43,500
100 Total Personal Services	43,500
420 Office Supplies	250
400 Total Supplies	250
700 Other Charges	0
800 Capital Outlay	0
ADMINISTRATIVE SUPPORT TOTAL	43,750
<u>159 CENTRAL SERV/OPS SUPPORT</u>	
110 Salaries	34,527
100 Total Personal Services	34,527
253 Computer Services	17,128
273 Postage Meter Rental	667
340 Printing	6,500
341 Telephone	9,100
344 Postage	18,315
380 Misc. Contracted Services	72,253
200 Total Purchase of Services	123,963
420 Office Supplies	6,695
421 Storage of Microfilm	1,000
422 Photocopying Supplies	3,895
510 Books	200
584 Computer Supplies	6,200
599 Service Supplies	0
400 Total Supplies	17,990
733 Schooling	12,000
782 Miscellaneous	1,900
700 Total Other Charges and Expenses	13,900
850 New Equipment	5,300
854 Computer Equipment	9,235
800 Capital Outlay	14,535
CENTRAL SERV/OPS SUPPORT TOTAL	204,915

BUDGET NAME

FY 1998
REQUEST161 TOWN CLERK

110 Salaries	34,797
100 Total Personal Services	34,797
245 Equipment Repairs	50
346 Report of Vital Statistics	200
200 Total Purchase of Services	250
420 Office Supplies	350
421 Storage of Microfilm	75
583 Dog Licenses	500
400 Total Supplies	925
700 Other Charges	985
800 Capital Outlay	500
TOWN CLERK TOTAL	37,457

162 ELECTIONS & REGISTRATION

110 Salaries	27,684
100 Total Personal Services	27,684
240 Equipment Repair	75
343 Street Listings	5,500
200 Total Purchase of Services	5,575
420 Office Supplies	1,500
580 Town Meeting Expenses	2,500
400 Total Supplies	4,000
700 Other Charges	1,156
800 Capital Outlay	500
ELECTIONS & REGISTRATION TOTAL	38,915

171 CONSERVATION COMMISSION

274 P O Box Rental	0
380 Misc. Contracted Services	0
200 Total Purchase of Services	0
420 Office Supplies	100
400 Total Supplies	100
700 Other Charges	925
800 Capital Outlay	0
CONSERVATION COMMISSION TOTAL	1,025

BUDGET NAME	FY 1998 REQUEST
-------------	--------------------

175 PLANNING BOARD

110 Salaries	56,920
100 Total Personal Services	56,920
340 Printing Services	600
342 Legal Notices	250
380 Misc. Contracted Services	0
200 Total Purchase of Services	850
420 Office Supplies	200
400 Total Supplies	200
700 Other Supplies	1,000
800 Capital Outlay	0
PLANNING BOARD TOTAL	58,970

192 TOWN BUILDINGS & GROUNDS

210 Electricity	12,583
212 Heat	8,475
230 Water	600
244 Building Maintenance & Repair	7,616
247 Grounds Maintenance	15,000
200 Total Purchase of Services	44,274
481 Gasoline	60,875
400 Total Supplies	60,875
TOWN BUILDINGS & GROUNDS TOTAL	105,149
	*-10,000
	95,149

***MOTION MADE:** To reduce the TOWN BUILDINGS & GROUNDS BUDGET by \$10,000 to a new total of \$95,149.

VOTED UNANIMOUSLY: To reduce the TOWN BUILDINGS & GROUNDS BUDGET by \$10,000 to a new total of \$95,149.

PUBLIC SAFETY

BUDGET NAME	FY 1998 REQUEST
-------------	--------------------

210 POLICE DEPARTMENT

110 Salaries	782,925
190 Employee Allowance	12,000
100 Total Personal Services	794,925
210 Electricity	5,000
211 Heat & Oil	4,000
230 Water	200

BUDGET NAME	FY 1998 REQUEST
POLICE DEPARTMENT (cont.)	
241 Vehicle Maintenance & Repair	4,000
242 Radio Repair	2,000
243 Service Equipment	5,800
244 Building Maintenance & Repair	5,000
304 Medical Exams	350
341 Telephone	5,300
342 Legal Notices	100
344 Postage	600
200 Total Purchase of Services	32,350
599 Service Supplies	4,000
400 Total Supplies	4,000
700 Other Supplies	15,600
800 Capital Outlay	4,000
POLICE DEPARTMENT TOTAL	850,875
<u>220 FIRE DEPARTMENT</u>	
110 Salaries	629,959
190 Employee Allowance	12,955
100 Total Personal Services	642,914
210 Electricity	7,500
211 Heat & Oil	2,880
230 Water	380
241 Vehicle Maintenance & Repair	10,300
243 Service Equipment	4,100
244 Building Maintenance & Repair	10,400
341 Telephone	4,500
200 Total Purchase of Services	40,060
420 Office Supplies	1,500
480 Grease & Oil	300
510 Books/A.V. Materials	1,885
599 Service Supplies	3,500
400 Total Supplies	7,185
700 Other Charges	6,920
800 Capital Outlay	9,000
FIRE DEPARTMENT TOTAL	706,079
	<u>*-18,700</u>
	687,379

***MOTION MADE:** To reduce the FIRE DEPARTMENT BUDGET by \$18,700 to a new total of \$687,379.

VOTED UNANIMOUSLY: To reduce the FIRE DEPARTMENT BUDGET by \$18,700 to a new total of \$687,379.

BUDGET NAME	FY 1998 REQUEST
<u>241 BUILDING DEPARTMENT</u>	
110 Salaries	45,997
100 Total Personal Services	45,997
380 Misc. Contracted Services	300
200 Total Purchase of Services	300
420 Office Supplies	0
530 Building Supplies	475
400 Total Supplies	475
700 Other Charges	2,955
800 Capital Outlay	1,400
BUILDING DEPARTMENT TOTAL	51,127
<u>247 ANIMAL INSPECTOR</u>	
110 Salaries	874
100 Total Personal Services	874
420 Office Supplies	10
400 Total Supplies	10
ANIMAL INSPECTOR TOTAL	884
<u>291 CIVIL DEFENSE</u>	
110 Salaries	882
100 Total Personal Services	882
245 Equipment Repairs	200
341 Telephone	400
200 Total Purchase of Services	600
700 Other Charges	0
800 Capital Outlay	500
CIVIL DEFENSE TOTAL	1,982
<u>292 ANIMAL CONTROL OFFICER</u>	
110 Salaries	29,431
100 Total Personal Services	29,431
270 Facility Rental	3,000
341 Telephone	25
383 Care & Destruction	100
200 Total Purchase of Services	3,125

BUDGET NAME	FY 1998 REQUEST
ANIMAL CONTROL OFFICER (cont.)	
420 Office Supplies	100
599 Service Supplies	0
400 Total Supplies	100
700 Other Charges	1,162
800 Capital Outlay	0
ANIMAL CONTROL OFFICER TOTAL	33,818

PUBLIC WORKS

BUDGET NAME	FY 1998 REQUEST
<u>420 DEPARTMENT OF PUBLIC WORKS</u>	
110 Salaries	783,594
190 Employee Allowance	13,900
100 Total Personal Services	797,494
210 Electricity	56,750
211 Heat	9,350
230 Water	800
244 Building Maintenance & Repair	11,500
245 Equipment Repairs	16,000
246 Traffic Signal Maintenance	1,000
250 Meter Repairs	1,000
251 Hydrant Repairs	3,000
271 Equipment Rental	1,000
293 Refuse Disposal	127,000
295 Service Connection	12,000
296 MDC Payment	190,000
297 Snow Removal - Contr.	20,000
305 Tree Experts	14,500
341 Telephone	7,000
342 Legal Notices	1,200
344 Postage	2,550
380 Misc. Contracted Services	36,000
200 Total Purchase of Services	510,650
420 Office Supplies	3,500
490 Meals	600
529 Parts - Other Depts.	0
531 Highway Paint	7,700
532 Parts	27,000
534 Gravel, Stone & Fill	2,000
535 Salt	56,000
537 Bituminous Concrete	3,500
538 Signs	3,000
539 Drainage Materials	3,500
540 Guard Rail	500
541 Small Tools	2,700

BUDGET NAME	FY 1998 REQUEST
DEPT. OF PUBLIC WORKS (cont.)	
542 DPW Service Supplies	13,000
543 Pipe & Fittings	4,500
544 Meters & Fittings	10,500
400 Total Supplies	138,000
700 Other Charges	3,800
800 Capital Outlay	8,500
DEPARTMENT OF PUBLIC WORKS TOTAL	1,458,444
	<u>*-47,809</u>
	1,410,635

	WATER DIVISION	DPW, ALL OTHER	DPW TOTAL
100 Personal Services	270,464	527,030	797,494
200 Purchase of Services	293,600	217,050	510,650
400 Supplies	26,100	111,900	138,000
700 Other Charges	1,640	2,160	3,800
800 Capital Outlay	3,500	5,000	8,500
TOTAL	595,304	863,140	1,458,444
	<u>*- 47,809</u>		<u>*-47,809</u>
	547,495		1,410,635

***MOTION MADE:** To reduce the WATER DIVISION BUDGET by \$47,809 to a new total of \$547,495.

VOTED UNANIMOUSLY: To reduce the WATER DIVISION BUDGET by \$47,809 to a new total of \$547,495.

	FY 1998 REQUEST
750 INTEREST ON DEBT <u>WATER FUND</u>	
Water Extension	1,410
Water Extension	0
900 DEBT SERVICE	1,410
710 DEBT SERVICE <u>WATER FUND</u>	
Water Extension	60,000
Water Extension	0
900 DEBT SERVICE	60,000

BUDGET NAME	FY 1998 REQUEST
<u>424 STREET LIGHTS</u>	
210 Electricity	107,489
200 Total Purchase of Services	107,489
STREET LIGHTS TOTAL	107,489

HUMAN SERVICES

BUDGET NAME	FY 1998 REQUEST
<u>511 BOARD OF HEALTH</u>	
110 Salaries	71,702
100 Total Personal Services	71,702
307 Nursing Services	1,500
345 Advertising	500
380 Misc. Contracted Services	1,500
200 Total Purchase of Services	3,500
420 Office Supplies	1,200
599 Service Supplies	600
400 Total Supplies	1,800
700 Other Charges	5,200
800 Capital Outlay	0
BOARD OF HEALTH TOTAL	82,202

541 COUNCIL ON AGING

110 Salaries	17,680
100 Total Personal Services	17,680
340 Printing	200
344 Postage	2,100
380 Misc. Contracted Services	5,000
200 Total Purchase of Services	7,300
420 Office Supplies	500
599 Service Supplies	2,000
400 Total Supplies	2,500
COUNCIL ON AGING TOTAL	27,480

543 VETERANS' SERVICES

110 Salaries	9,273
100 Total Personal Services	9,273

BUDGET NAME	FY 1998 REQUEST
VETERANS' SERVICES (cont.)	
700 Other Charges	11,895
VETERANS' SERVICES TOTAL	21,168
<u>632 YOUTH COMMISSION</u>	
110 Salaries	84,523
100 Total Personal Services	84,523
380 Misc. Contracted Services	8,555
200 Total Purchase of Services	8,555
599 Service Supplies	1,800
400 Total Supplies	1,800
700 Other Charges	2,800
800 Capital Outlay	0
YOUTH COMMISSION TOTAL	97,678
	<u>*-1,200</u>
	96,478

***MOTION MADE:** To reduce the YOUTH COMMISSION BUDGET by \$1,200 to a new total of \$96,478.

PASSED BY MAJORITY VOTE: To reduce the YOUTH COMMISSION BUDGET by \$1,200.00 to a new total of \$96,478.00.

CULTURE AND RECREATION

BUDGET NAME	FY 1998 REQUEST
<u>610 LIBRARY</u>	
110 Salaries	191,385
100 Total Personal Services	191,385
210 Electricity	12,000
211 Heat & Oil	6,000
230 Water	175
244 Building Maintenance	11,000
245 Equipment Repairs	2,000
341 Telephone	1,500
200 Total Purchase of Services	32,675
420 Office Supplies	1,500
510 Books	42,000
400 Total Supplies	43,500
700 Other Charges	3,450
850 New Equipment	1,000

BUDGET NAME	FY 1998 REQUEST
LIBRARY (cont.)	
859 Automation/Retrospective Conversion	3,000
800 Capital Outlay	4,000
LIBRARY TOTAL	275,010
<u>631 RECREATION</u>	
110 Salaries	36,603
100 Total Personal Services	36,603
247 Grounds Maintenance	0
304 Medical Exams	0
345 Advertising	350
380 Misc. Contracted Services	2,000
200 Total Purchase of Services	2,350
512 Arts & Crafts	2,800
599 Service Supplies	400
400 Total Supplies	3,200
700 Other Charges	650
800 Capital Outlay	0
RECREATION TOTAL	42,803
<u>633 HISTORICAL COMMISSION</u>	
420 Office Supplies	100
400 Total Supplies	100
700 Other Charges	700
HISTORICAL COMMISSION TOTAL	800

INSURANCE

BUDGET NAME	FY 1998 REQUEST
<u>900 INSURANCE</u>	
174 Workers' Compensation	60,000
100 Total Personal Services	60,000
170 Blue Cross - Health	28,612
171 HMO - Health	674,607
173 Dental - Health	60,553
100 Total Personal Services	763,772
172 Group Life Insurance	6,434
100 Total Personal Services	6,434

BUDGET NAME	FY 1998 REQUEST
INSURANCE (cont.)	
301 Consulting Services	11,000
200 Total Purchase of Services	11,000
742 Liability Package Policy	48,000
746 Police/Fire Accident	16,000
750 Youth Director	350
751 Medicare	49,000
753 Social Security	35,000
754 Umbrella Insurance	0
700 Other Charges and Expenses	148,350
INSURANCE TOTAL	989,556

DEBT AND INTEREST

	FY 1998 REQUEST
750 INTEREST ON DEBT <u>GENERAL FUND</u>	
Library	18,330
Neary School	0
Underground Storage Tanks	14,014
Land Purchase	0
DPW Garage	35,036
Middle School	425,000
900 DEBT SERVICE	492,380
710 DEBT SERVICE <u>GENERAL FUND</u>	
Library	130,000
Neary School	0
Underground Storage Tanks	100,000
Land Purchase	0
DPW Garage	100,000
900 DEBT SERVICE	330,000
<u>RESERVE FUND</u>	100,000

SCHOOL DEPARTMENT

BUDGET NAME	FY 1998 REQUEST
<u>SOUTHBOROUGH SCHOOLS</u>	
REGULAR DAY PROGRAMS	
<u>ADMINISTRATION</u>	
School Committee	18,784
Superintendent's Office	87,086
Administrative Support	76,293
<u>INSTRUCTION</u>	
Supervision	29,000
Principals	322,572
Teaching	3,436,649
Professional Development	20,250
Textbooks	35,662
Instructional Hardware & Software	110,391
Library Services	128,377
Audio/Visual Services	9,561
Guidance Services	122,980
<u>OTHER STUDENT SERVICES</u>	
Personnel Services	500
Health Services	68,580
Transportation	157,467
Food Services	0
Student Body Activities	11,635
<u>OPERATION/MAINTENANCE OF BUILDINGS</u>	
Operation of Buildings	371,225
Maintenance of Buildings	82,221
Extraordinary Maintenance	4,500
Networking & Telecommunications	10,440
<u>FIXED CHARGES</u>	
Early Retirement Liability	10,750
Rentals & Leases	14,445
<u>ACQUISITION & REPLACEMENT OF FIXED ASSETS</u>	
Routine Additional Equipment	0
Capital Technology	0
Equipment Replacement	0
<u>TUITION, OTHER PUBLIC SCHOOLS</u>	
Vocational Education	9,950
GRAND TOTAL OPERATING BUDGET REGULAR DAY PROGRAMS	5,139,318

BUDGET NAME

FY 1998
REQUEST

SOUTHBOROUGH SCHOOLS (cont.)

SPECIAL EDUCATION PROGRAMS - CHAPTER 766

INSTRUCTION

Director	43,877
Teaching	529,029
Professional Development	3,800
Instructional Hardware & Software	5,300
Psychological Services	101,658

OTHER STUDENT SERVICES

Health Services	42,000
Transportation	4,000

OPERATION/MAINTENANCE OF BUILDINGS

Operation of Buildings	2,700
------------------------	-------

ACQUISITION OF FIXED ASSETS

0

PROGRAMS, OTHER SYSTEMS IN MASS.

Tuition, Out	210,340
Transportation, Out	20,000

PROGRAMS, MEMBER OF COLLABORATIVE

Assabet Collaborative Assessment	5,000
Tuition, Out	152,100
Transportation, Out	30,000

GRAND TOTAL OPERATING BUDGET

SPECIAL ED - CHAPTER 766	1,149,804
--------------------------	-----------

SUMMARY

FY 1998
REQUEST

TOTAL REGULAR DAY PROGRAMS	5,139,318
----------------------------	-----------

TOTAL SPECIAL ED - CHAPTER 766	<u>1,149,804</u>
--------------------------------	------------------

GRAND TOTAL OPERATING BUDGET ALL PROGRAMS

6,289,122

* -19,459

6,269,663

***MOTION MADE:** To reduce the SOUTHBOROUGH SCHOOLS BUDGET by \$19,459 to a new total of \$6,269,663.

PASSED BY MAJORITY VOTE: To reduce the SOUTHBOROUGH SCHOOLS BUDGET by \$19,459 to a new total of \$6,269,663.

BUDGET NAME

FY 1998
REQUESTALGONQUIN REGIONAL HIGH SCHOOL

REGULAR DAY PROGRAMS

ADMINISTRATION

School Committee	44,986
Superintendent's Office	85,761
Administrative Support	75,718

INSTRUCTION

Supervision	48,780
Principals	404,451
Teaching	3,297,138
Professional Development	20,400
Textbooks	58,717
Instructional Hardware & Software	40,000
Library Services	124,154
Audio/Visual Services	6,410
Guidance Services	254,020

OTHER STUDENT SERVICES

Health Services	56,018
Transportation	452,900
Student Body Activities	44,700

OPERATION/MAINTENANCE OF BUILDINGS

Operation of Buildings	473,699
Maintenance of Buildings	104,826
Extraordinary Maintenance	0
Networking/Telecommunications	12,600

FIXED CHARGES

808,987

ACQUISITION & REPLACEMENT OF FIXED ASSETS

0

TUITION, OTHER PUBLIC SCHOOLS9,950

GRAND TOTAL OPERATING BUDGET

REGULAR DAY PROGRAMS

6,424,215

SPECIAL EDUCATION - CHAPTER 766

INSTRUCTION

Director	41,767
Teaching	315,874
Professional Development	2,300
Textbooks	600
Instructional Hardware & Software	5,000
Psychological Services	26,221

OTHER STUDENT SERVICES

Health Services	1,500
Transportation	4,000

BUDGET NAME	FY 1998 REQUEST
ALGONQUIN REGIONAL (cont.)	
<u>OPERATION AND MAINTENANCE OF BUILDING</u>	850
<u>ACQUISITION OF FIXED ASSETS</u>	0
<u>PROGRAMS, OTHER SYSTEMS IN MASS.</u>	100,000
<u>PROGRAMS, MEMBER OF COLLABORATIVE</u>	<u>85,850</u>
GRAND TOTAL OPERATING BUDGET	
SPECIAL ED - CHAPTER 766	583,962
ATHLETICS	
ANTICIPATED ATHLETIC RECEIPTS	(55,000)
EXPENSES:	
<u>OTHER STUDENT SERVICES</u>	279,501
<u>OPERATION & MAINTENANCE</u>	50,400
<u>FIXED CHARGES</u>	4,300
<u>ACQUISITION OF FIXED ASSETS</u>	<u>0</u>
GRAND TOTAL OPERATING BUDGET	
ATHLETICS	279,201

SUMMARY

	FY 1998 REQUEST
TOTAL REGULAR DAY PROGRAMS	6,424,215
TOTAL SPECIAL ED - CHAPTER 766	583,962
TOTAL ATHLETICS	<u>279,201</u>
GRAND TOTAL OPERATING BUDGET ALL PROGRAMS	7,287,378

69.60%	30.40%
Northboro	Southboro

Budget (FY 98)	7,287,378		
Less Transportation	452,900		
Trans.-SPED	<u>4,000</u>	456,900	
Less Other Operational Costs (Fixed Charges)	0		
Less Fixed Charge, Health Ins., Retirees	<u>0</u>		
(Now included in Net School Spending budget)			
Net School Spending	6,830,478		
Less revenues	<u>0</u>		
Subtotal	6,830,478	4,754,013	2,076,465
Less Chapter 70 Aid	1,236,540	842,141	394,399
Less State Ward Reimbursement	<u>2,567</u>	1,787	780

		69.60%	30.40%
		Northboro	Southboro
Net Budget	5,591,371	3,910,085	1,681,286
Minimum Local Contribution as required by Ed Reform	4,632,344	3,247,443	1,384,901 ^[1]
Difference between Min Local Contrib & Net Budget balance	959,027		
Apportion Amount in Step 3 between towns		667,483	291,544
Transportation Budget	456,900		
Less Transportation Aid	<u>252,291</u>		
Apportion Net Transportation Budget	204,609	142,408	62,201
Other Operational Costs	0		
Less Revenues	<u>0</u>		
Apportion Net Other Operational Costs	0	0	0
Capital Budget (existing debt service), apportioned	209,306	145,450	63,856 ^[2]
Total assessments, Min. Local Contrib plus apportionments	6,005,286	4,202,784	1,802,502
Excess & Deficiency Offset	125,000	87,000	38,000
FY 98 ASSESSMENTS	5,880,286	4,115,784	1,764,502
Assessment Comparison:			* <u>-30,044</u>
			1,734,458

***MOTION MADE:** To reduce the ALGONQUIN REGIONAL HIGH SCHOOL BUDGET by \$30,044 to a new total of \$1,734,458.

VOTED UNANIMOUSLY: To reduce the ALGONQUIN REGIONAL HIGH SCHOOL BUDGET by \$30,044 to a new total of \$1,734,458.

Assessment Comparison:			
FY 97 Assessments	<u>5,379,700</u>	<u>3,842,225</u>	<u>1,537,475</u>
Dollar Increase	500,586	273,559	227,027
Percent Increase	9.31%	7.12%	14.77%

1 Apportioned by Department of Education

2 Apportioned by enrollment at date of loan - see "Maturing Debt Assessments"

BUDGET NAME	FY 1998 REQUEST
<u>ASSABET VALLEY REG. VOC. SCHOOL</u>	
SCHOOL COMMITTEE	79,023
SUPERINTENDENT & BUSINESS OFFICE	317,275
INSTRUCTION SUPERVISION	260,620
PRINCIPAL OFFICE	115,005
INSTRUCTION & SUPPLIES	4,549,964
TEXTBOOKS	53,000
LIBRARY SERVICES	88,997
MULTI-MEDIA	44,796

BUDGET NAME	FY 1998 REQUEST
ASSABET VALLEY REG. (cont.)	
GUIDANCE SERVICES	323,448
ATTENDANCE	19,420
HEALTH SERVICES	33,179
TRANSPORTATION CONTRACTS	694,650
TRANSPORTATION SPORTS - FIELD TRIPS	31,001
ATHLETICS PROGRAM	184,258
STUDENT BODY ACTIVITIES	55,250
OPERATION OF PLANT	1,048,748
MAINTENANCE OF PLANT	278,000
HEALTH-LIFE-MEDICARE INSURANCE	484,550
OTHER INSURANCES	180,500
LEASE OF EQUIPMENT	25,000
ACQUISITION OF FIXED ASSETS	105,000
VOCATIONAL DAY OPERATING BUDGET	8,971,684
RIGHT TO KNOW - ASBESTOS AUDIT	10,000
SINGLE AUDIT REQUIREMENT	10,000
RIGHT TO KNOW - AUDIT BUDGET	20,000
CAPITAL PROJECT ROOF (P&I)	0
SPECIAL NEEDS	557,017
TOTAL BUDGET	9,548,701
LESS ANTICIPATED AID & TRANSFERS	(4,232,085)
LESS CHAPTER 515 ROOF BOND	0
TOTAL ASSESSMENT TO COMMUNITIES	5,316,616
SOUTHBORO ASSESSMENT	133,513
	**Estimate

MOTION MADE: That the Town raise a sum of \$14,854,339 as may be necessary, for the Town's use and make appropriations of the same;

Transfer from the Cemetery Reserve	10,000.00
Transfer from the Cemetery Trust Fund	15,000.00
Transfer from Free Cash	850,000.00
Transfer from Overlay Reserve	311,132.22

That the balance of \$13,668,206.78 be raised and appropriated.

MOTION MADE: To TABLE MOTION (as stated above). (2/3 vote required)

VOTED UNANIMOUSLY: To TABLE MOTION (as stated above).

ARTICLE 8: To see if the Town will vote to transfer to Surplus Revenue Account (Excess and Deficiency) a sum of money, or do or act anything in relation thereto.

MOTION MADE: That the Town transfer to Surplus Revenue Account (Excess and Deficiency) the following sums:

Article 40, ATM 1994	\$ 1,600.00
Article 26, ATM April 1995	1,067.00
Article 17, STM 9/94	1,804.49
Article 10, STM 2/95	9,100.00
Article 33, ATM 4/94	73,509.99
Article 35, ATM 4/94	16,690.01

GRAND TOTAL \$103,771.49

MOTION: (as stated above) **VOTED UNANIMOUSLY.**

ARTICLE 9: To see if the Town will vote to raise and appropriate, or transfer from any of its available funds and appropriate, the sum of \$1,800 to defray expenses of the Memorial Day exercises. Observance exercises are to be under the auspices of the Bagley-Fay Post No. 161 American Legion, and Choate Post No. 3276, Veterans of Foreign Wars, or do or act anything in relation thereto.

MOTION MADE: That the Town raise and appropriate the sum of \$1,800 to defray expenses of the Memorial Day exercises. Observance exercises are to be under the auspices of the Bagley-Fay Post No. 161 American Legion, and Choate Post No. 3276, Veterans of Foreign Wars.

MOTION: (as stated above) **VOTED UNANIMOUSLY.**

ARTICLE 10: To see if the Town will vote to raise and appropriate or transfer from any of its available funds and appropriate the sum of \$342,425.62 for the fiscal year beginning July 1, 1997 and ending June 30, 1998 to pay a portion of the expense of the Worcester County Retirement System, of which the Town is a member, and as required by the Worcester County Commissioners, or do or act anything in relation thereto.

MOTION MADE: That the Town raise and appropriate the sum of \$342,425.62 for the fiscal year beginning July 1, 1997 and ending June 30, 1998 to pay a portion of the expense of the Worcester County Retirement System, of which the Town is a member, and as required by the Worcester County Commissioners.

MOTION: (as stated above) **VOTED UNANIMOUSLY.**

ARTICLE 11: To see if the Town will vote to raise and appropriate or transfer from any of its available funds and appropriate, a sum of money to be used for updating the interior and the furnishings of the Town House, or do or act anything in relation thereto.

MOTION MADE: That the Town raise and appropriate the sum of \$88,000 to be used for updating the interior and the furnishings of the Town House.

MOTION: (as stated above) **PASSED BY MAJORITY VOTE.**

ARTICLE 12: To see if the Town will vote to raise and appropriate or transfer from any of its available funds and appropriate, a sum of money to be used to repair the exterior of the Town House, or do or act anything in relation thereto.

MOTION MADE: That the Town raise and appropriate the sum of \$15,000 to be used to repair the exterior of the Town House.

MOTION: (as stated above) **PASSED BY MAJORITY VOTE.**

ARTICLE 13: To see if the Town will vote to raise and appropriate or transfer from any of its available funds and appropriate, a sum of money to fund ongoing maintenance of the Town House, or do or act anything in relation thereto.

MOTION MADE: That the Town raise and appropriate the sum of \$13,000 to fund ongoing maintenance of the Town House.

MOTION: (as stated above) **PASSED BY THE FOLLOWING HAND COUNT VOTE:** YES: 142 NO: 69.

ARTICLE 14: To see if the Town will vote to raise and appropriate, or transfer from available funds and appropriate, a sum of money to add to Article 33 of ATM 1996 for an alternating pump, controls and stainless steel rails for safe pump removal for the Town House septic system, or do or act anything in relation thereto.

MOTION MADE: That the Town raise and appropriate the sum of \$4,000 to add to Article 33 of ATM 1996 for an alternating pump, controls and stainless steel rails for safe pump removal for the Town House septic system.

MOTION: (as stated above) **PASSED BY MAJORITY VOTE.**

ARTICLE 15: To see if the Town will vote to raise and appropriate or transfer from any of its available funds and appropriate, the sum of \$5,000 for the purpose of funding Marlborough Alcoholism Referral Center, a nonprofit drop-in center, or do or act anything in relation thereto.

MOTION MADE: That the Town raise and appropriate the sum of \$3,000 for the purpose of funding Marlborough Alcoholism Referral Center, a nonprofit drop-in center.

MOTION: (as stated above) **PASSED BY MAJORITY VOTE.**

ARTICLE 16: To see if the Town will vote to raise and appropriate or transfer from available funds and appropriate the sum of \$200,000 for the maintenance of Town roads, or do or act anything in relation thereto.

MOTION MADE: That the Town raise and appropriate the sum of \$175,000 for the maintenance of Town Roads.

MOTION: (as stated above) **VOTED UNANIMOUSLY.**

ARTICLE 17: To see if the Town will vote to transfer from available funds and appropriate a sum of money in anticipation of reimbursement from the Commonwealth for Chapter 90 highway improvements, or do or act anything in relation thereto.

MOTION MADE: That the Town will vote to transfer from available funds and appropriate the sum of \$46,397 in anticipation of reimbursement from the Commonwealth for Chapter 90 highway improvements.

MOTION: (as stated above) **VOTED UNANIMOUSLY.**

ARTICLE 18: To see if the Town will vote to raise and appropriate, transfer from available funds and appropriate, or borrow and appropriate, a sum of money for the purpose of purchasing Public Works equipment, or do or act anything in relation thereto.

MOTION MADE: That the Town raise and appropriate the sum of \$125,000 for the purpose of purchasing Public Works equipment.

MOTION: (as stated above) **PASSED BY MAJORITY VOTE.**

ARTICLE 19: To see if the Town will vote to transfer from Water Reserve and appropriate, or borrow and appropriate, a sum of money for the purpose of replacing utility services to the Arthur L. Hosmer Pumping Station and to accept and redeposit to Water Reserve such sums of money as may become available from the Massachusetts Water Resources Authority as its contribution towards this installation, or do or act anything in relation thereto.

MOTION MADE: That the Town transfer from Water Reserve and appropriate the sum of \$300,000 for the purpose of replacing utility services to the Arthur L. Hosmer Pumping Station and to accept and redeposit to Water Reserve such sums of money as may become available from the Massachusetts Water Resources Authority as its contribution towards this installation.

MOTION: (as stated above) **PASSED BY MAJORITY VOTE.**

ARTICLE 20: To see if the Town will vote to transfer from Water Reserve and appropriate a sum of money to be combined with funds appropriated under Article 24 of the 1992 Annual Town Meeting for the purpose of water system analysis and improvements, or do or act anything in relation thereto.

MOTION MADE: That the Town transfer from Water Reserve and appropriate the sum of \$92,500 to be combined with funds appropriated under Article 24 of the 1992 Annual Town Meeting for the purpose of water system analysis and improvements.

MOTION: (as stated above) **PASSED BY MAJORITY VOTE.**

ARTICLE 21: To see if the Town will vote to raise and appropriate or transfer from any available funds and appropriate, the sum of \$45,000 to acquire two new four-door full-size sedan police cruisers and authorize the Selectmen to sell, turn in or otherwise dispose of two used police cruisers, or do or act anything in relation thereto.

MOTION MADE: That the Town raise and appropriate the sum of \$40,000 to acquire two new four-door full-size sedan police cruisers and authorize the Selectmen to sell, turn in or otherwise dispose of two used police cruisers.

MOTION: (as stated above) **VOTED UNANIMOUSLY.**

ARTICLE 22: To see if the Town will vote to raise and appropriate, or transfer from any available funds and appropriate, a sum of money to have the roof replaced on the Police Station, or do or act anything in relation thereto.

MOTION MADE: That the Town raise and appropriate the sum of \$18,000 to have the roof replaced on the Police Station.

MOTION: (as stated above) **VOTED UNANIMOUSLY.**

ARTICLE 23: To see if the Town will vote to raise and appropriate or transfer from available funds and appropriate, a sum of money for the purpose of hiring consulting engineers by various Town departments, or do or act anything in relation thereto.

MOTION MADE: That the Town raise and appropriate the sum of \$10,000 for the purpose of hiring consulting engineers by various Town departments.

MOTION: (as stated above) **VOTED UNANIMOUSLY.**

ARTICLE 24: To see if the Town will vote to raise and appropriate or transfer from any of its available funds and appropriate, the sum of \$17,500 to be used for expenses incurred from a private audit of the Town's financial officers to be carried out by a private firm which meets the standards of the Commonwealth of Massachusetts, Bureau of Accounts, or do or act anything in relation thereto.

MOTION MADE: That the Town raise and appropriate the sum of \$17,500 to be used for expenses incurred from a private audit of the Town's financial officers to be carried out by a private firm which meets the standards of the Commonwealth of Massachusetts, Bureau of Accounts.

MOTION: (as stated above) VOTED UNANIMOUSLY.

ARTICLE 25: To see if the Town will vote to raise and appropriate or transfer from available funds and appropriate, the sum of \$3,566 for the purpose of aiding in the funding of the MetroWest Planning Office, or do or act anything in relation thereto.

MOTION MADE: That the Town raise and appropriate the sum of \$3,566 for the purpose of aiding in the funding of the MetroWest Planning Office.

MOTION: (as stated above) VOTED UNANIMOUSLY.

ARTICLE 26: To see if the Town will vote to raise and appropriate or transfer from any of its available funds and appropriate, the sum of \$1,000, or any other sum, to be expended under the direction of the Heritage Day Committee for the purpose of paying the necessary costs associated with the Heritage Day celebration and the Heritage Day parade, or do or act anything in relation thereto.

MOTION MADE: That the Town raise and appropriate the sum of \$1,000 to be expended under the direction of the Heritage Day Committee for the purpose of paying the necessary costs associated with the Heritage Day celebration and the Heritage Day parade.

MOTION: (as stated above) VOTED UNANIMOUSLY.

ARTICLE 27: To see if the Town will vote to raise and appropriate or transfer from any available funds and appropriate, a sum of money for the purpose of maintenance of equipment, or do or act anything in relation thereto.

MOTION MADE: That the Town raise and appropriate the sum of \$5,000 for the purpose of maintenance of equipment.

MOTION: (as stated above) VOTED UNANIMOUSLY.

ARTICLE 28: To see if the Town will vote to raise and appropriate or transfer from any of its available funds and appropriate, a sum of money for the purpose of establishing a fund to be used to pay the Town's share of casualty and other losses incurred to Town property and equipment which are not covered by insurance policies, and/or which has been destroyed or damaged as a result of accident or casualty, for which a third party is liable and for which the Town is entitled to be reimbursed from damages caused as a result of such accident or casualty, or do or act anything in relation thereto.

MOTION MADE: To POSTPONE ARTICLE 28 INDEFINITELY.

VOTED UNANIMOUSLY: To POSTPONE ARTICLE 28 INDEFINITELY.

ARTICLE 29: To see if the Town will vote to raise and appropriate or transfer from available funds and appropriate, the sum of \$18,000 for the purpose of making repairs to fire engine #21 and fire engine #22, or do or act anything in relation thereto.

MOTION MADE: That the Town raise and appropriate sum of \$18,000 for the purpose of making repairs to fire engine #21 and fire engine #22.

MOTION: (as stated above) VOTED UNANIMOUSLY.

ARTICLE 30: To see if the Town will vote to raise and appropriate, or transfer from available funds and appropriate, the sum of \$4,600 for the purpose of purchasing and installing a new hot air furnace and replacement windows in the apparatus area of Fire Station #2, or do or act anything in relation thereto.

MOTION MADE: That the Town raise and appropriate the sum of \$4,600 for the purpose of purchasing and installing a new hot air furnace and replacement windows in the apparatus area of Fire Station #2.

MOTION: (as stated above) **VOTED UNANIMOUSLY.**

ARTICLE 31: To see if the Town will vote to raise and appropriate, transfer from available funds and appropriate, or borrow and appropriate, a sum of money to design and construct playground and outdoor recreational facilities at Fayville Field, or do or act anything in relation thereto.

MOTION MADE: That the Town raise and appropriate the sum of \$10,000 to design and construct playground and outdoor recreational facilities at Fayville Field.

MOTION: (as stated above) **VOTED UNANIMOUSLY.**

ARTICLE 32: To see if the Town will vote to raise and appropriate, transfer from available funds and appropriate, or borrow and appropriate, a sum of money to design and construct a recreational field on town land and/or on MDC land, or do or act anything in relation thereto.

MOTION MADE: That the Town raise and appropriate the sum of \$26,000 to design and construct a recreational field on Choate Field and Liberty Field.

MOTION: (as stated above) **VOTED UNANIMOUSLY.**

ARTICLE 33: To see if the Town will vote to raise and appropriate, transfer from available funds and appropriate, or borrow and appropriate, a sum of money for the purpose of purchasing land owned by Martin W. & Elizabeth A. Holmes, 208 Parkerville Road, Southborough, Massachusetts, or do or act anything in relation thereto.

MOTION MADE: That the Town raise and appropriate the sum of \$135,000 for the purpose of purchasing land owned by Martin W. & Elizabeth A. Holmes, 208 Parkerville Road, Southborough, Massachusetts.

MOTION: (as stated above) **PASSED BY MAJORITY VOTE.**

ARTICLE 34: To see if the Town will vote to raise and appropriate, transfer from available funds and appropriate, or borrow and appropriate, a sum of money for engineering and capital costs for the closure of the Parkerville Road landfill and the development of athletic fields and parking facilities on that site, or do or act anything in relation thereto.

MOTION MADE: That the Town raise and appropriate the sum of \$80,700 for engineering and capital costs for the closure of the Parkerville Road landfill and the development of athletic fields and parking facilities on that site for the new middle school located on the Neary School site.

MOTION: (as stated above) **VOTED UNANIMOUSLY.**

At (10:55 p.m.) on Monday, April 14, 1997 it was MOVED and UNANIMOUSLY VOTED to ADJOURN the Monday, April 14, 1997 ANNUAL TOWN MEETING to Tuesday, April 15, 1997 at 7:30 p.m.

A true copy:

Attest:

PAUL J. BERRY, TOWN CLERK

**ANNUAL TOWN MEETING
MONDAY, APRIL 14, 1997
ADJOURNED SESSION
TUESDAY, APRIL 15, 1997**

At the Adjourned Annual Town Meeting duly called and held in the A.S. Woodward Memorial School, Southborough, MA on Tuesday, April 15, 1997 at (7:30 p.m.) the following ARTICLES were voted upon in a legal manner.

There was a quorum present (150 voters = quorum, (214) voters were present).

Checkers:	Janet M.E. Mattioli	Lidia A. Kiley
	Theresa M. Prosperi	Lois W. Denman

The Meeting was called to order at (8:12 p.m.) by Town Moderator, John H. Wilson.

The following Tellers were appointed by Moderator Wilson and sworn-in by Town Clerk, Paul J. Berry:

Timothe Litt, 148 Woodland Road
Henry C. Valcour, Jr., 10 John Street
Arthur P. Lamy, 12 Bigelow Road
Joseph B. Kacevich, Jr., 24 Sadie Hutt Lane

Moderator Wilson had requests from the following non-voters to attend the Adjourned Session of the Annual Town Meeting:

Paul Pisinski, Agent to the Southborough Board of Health.
Glenda Hazard, Southborough Villager.
Robert Melican, Superintendent of Schools.
Peter Johnson, Southborough Inspector of Buildings.

There being no objections from the floor, it was voted to allow the above non-voters to remain.

Moderator Wilson noted the receipt of the return of the Posting of the Warrant for the Adjourned Session of the Annual Town Meeting by the Constable.

ARTICLE 35: To see if the Town will vote to renew a revolving fund established under Chapter 44, Section 53 E 1/2, "An Act Authorizing Cities and Towns to Establish Certain Revolving Funds", a revolving fund for the purpose of funding the inspection services for the Sealer of Weights and Measures, plumbing and wiring. All receipts received for the services provided by the above-mentioned departments shall be credited to this account up to the amount of \$30,000. The Town Accountant will authorize expenditures from this revolving fund, or do or act anything in relation thereto.

MOTION: (as stated in the words of the ARTICLE) **VOTED UNANIMOUSLY.**

MOTION MADE: To take ARTICLE 7 from the TABLE. (2/3 vote required)

VOTED UNANIMOUSLY: To take ARTICLE 7 from the TABLE.

ARTICLE 7: MOTION MADE: That the Town raise the sum of \$14,854,339 as may be necessary for the Town's use and make appropriations of the same;

Transfer from the Cemetery Reserve	\$ 10,000.00
Transfer from the Cemetery Trust Fund	15,000.00
Transfer from Free Cash	850,000.00
Transfer from Overlay Reserve	311,132.22

That the balance of \$13,668,206.78 be raised and appropriated.

VOTED UNANIMOUSLY: That the Town raise the sum of \$14,854,339 as may be necessary for the Town's use and make appropriations of the same;

Transfer from the Cemetery Reserve	\$ 10,000.00
Transfer from the Cemetery Trust Fund	15,000.00
Transfer from Free Cash	850,000.00
Transfer from Overlay Reserve	311,132.22

That the balance of \$13,668,206.78 be raised and appropriated.

ARTICLE 36: To see if the Town will vote to raise and appropriate or transfer from available funds and appropriate, a sum of money to be held and administered in accordance with the provision of the Mass. General Laws, Chapter 40, Section 8C, for the purpose of purchasing open space, or do or act anything in relation thereto.

MOTION MADE: To POSTPONE ARTICLE 36 INDEFINITELY.

PASSED BY MAJORITY VOTE: To POSTPONE ARTICLE 36 INDEFINITELY.

ARTICLE 37: To see if the Town will vote to raise and appropriate or transfer from available funds and appropriate the sum of \$8,000 for the purpose of conducting a Hazardous Waste Day, or do or act anything in relation thereto.

MOTION MADE: That the Town raise and appropriate the sum of \$8,000 for the purpose of conducting a Hazardous Waste Day.

MOTION: (as stated above) **VOTED UNANIMOUSLY.**

ARTICLE 38: To see if the Town will vote to appropriate a sum of money for the purpose of financing the following water pollution abatement facility projects: repair, replacement and/or upgrade of septic systems, pursuant to agreements with Board of Health and residential property owners, including without limitation all costs thereof as defined in Section 1 of Chapter 29C of the General Laws or any other enabling authority; to determine whether this appropriation shall be raised by borrowing from the Massachusetts Water Pollution Abatement Trust or otherwise, or to take any other action relative thereto.

MOTION MADE: That the sum of \$200,000 is appropriated for the purpose of financing the following water pollution abatement facility projects: repair, replacement and/or upgrade of septic systems, pursuant to agreements with Board of Health and residential property owners, including without limitation all costs thereof as defined in Section 1 of Chapter 29C of the General Laws; that to meet this appropriation the Treasurer with the approval of the Board of Selectmen is authorized to borrow the sum of \$200,000 and issue bonds or notes therefor under G.L. Chapter 111, Section 127B 1/2 and/or Chapter 29C of the General Laws; that project and financing costs shall be repaid by the property owners, in accordance with those agreements, but such bonds or notes shall be general obligations of the Town; that the Treasurer with the approval of the Board of Selectmen is authorized to borrow all or a portion of such amount from the Massachusetts Water Pollution Abatement Trust established pursuant to Chapter 29C and in connection therewith to enter into a loan agreement and/or security agreement with the Trust and otherwise contract with the Trust and the Department of Environmental Protection with respect to such loan and for any federal or state aid available for the projects or for the financing thereof; and that the Board of Selectmen, Board of Public Works or other appropriate local body or official is authorized to enter into a project regulatory agreement with the Department of Environmental Protection, to expend all funds available for the projects and to take any other action necessary to carry out the projects. (2/3 vote required)

MOTION: (as stated above) **PASSED** by the following **HAND COUNT VOTE:** YES: 160 NO: 001.

ARTICLE 39: To see if the Town will vote to raise and appropriate or transfer from available funds and appropriate, a sum of money for hiring a special legal counsel, or do or act anything in relation thereto.

MOTION MADE: That the Town raise and appropriate the sum of \$15,000 for hiring a special legal counsel.

MOTION: (as stated above) **PASSED BY MAJORITY VOTE.**

ARTICLE 40: To see if the Town will vote to raise and appropriate, transfer from available funds and appropriate, or borrow and appropriate, the sum of \$90,230 for the FY98 installment of the multiyear technology update in all the Southborough Schools, or do or act anything in relation thereto.

MOTION MADE: That the Town raise appropriate the sum of \$80,230 for the FY98 installment of the multiyear technology update in all the Southborough Schools.

MOTION: (as stated above) **VOTED UNANIMOUSLY.**

ARTICLE 41: To see if the Town will vote to raise and appropriate, transfer from available funds and appropriate, or borrow and appropriate, the sum of \$18,680 for Southborough's share of updating the management information system in Central Office administration, or do or act anything in relation thereto.

MOTION MADE: That the Town raise and appropriate the sum of \$13,680 for Southborough's share of updating the management information system in Central Office administration.

MOTION: (as stated above) **VOTED UNANIMOUSLY.**

ARTICLE 42: To see if the Town will vote to raise and appropriate, transfer from available funds and appropriate, or borrow and appropriate, the sum of \$67,985 for maintenance projects at the Neary School, or do or act anything in relation thereto.

MOTION MADE: That the Town raise and appropriate the sum of \$30,000 for repaving at the Neary School.

MOTION: (as stated above) **VOTED UNANIMOUSLY.**

ARTICLE 43: To see if the Town will vote to raise and appropriate, transfer from available funds and appropriate, or borrow and appropriate, the sum of \$150,000 for a septic system upgrade estimate at the Neary School, or do or act anything in relation thereto.

MOTION MADE: That the Town raise and appropriate the sum of \$150,000 for a septic system upgrade at the Neary School.

MOTION: (as stated above) **PASSED BY MAJORITY VOTE.**

ARTICLE 44: To see if the Town will vote to raise and appropriate, transfer from available funds and appropriate, or borrow and appropriate, the sum of \$13,241 for classroom furniture at the Finn and Neary School, or do or act anything in relation thereto

MOTION MADE: To POSTPONE ARTICLE 44 INDEFINITELY.

VOTED UNANIMOUSLY: To POSTPONE ARTICLE 44 INDEFINITELY.

ARTICLE 45: To see if the Town will vote to raise and appropriate, transfer from available funds and appropriate, or borrow and appropriate, the sum of \$11,000 to cover the expense of moving from Woodward School to the new Middle School, or do or act anything in relation thereto.

MOTION MADE: That the Town raise and appropriate the sum of \$11,000 to cover the expense of moving from Woodward School to the new Middle School.

MOTION: (as stated above) **VOTED UNANIMOUSLY.**

ARTICLE 46: To see if the Town will vote to raise and appropriate, transfer from available funds and appropriate, or borrow and appropriate, a sum of money to study the impact of current and future development on the flow of traffic south and north of Route 9, to include, but not be limited to, Parkerville Road at Route 9, Middle Road at Route 9, Mt. Vickery Road at Cordaville Road, Richards Road at Cordaville Road, River Street at Southville Road, Parkerville Road at Richards

Road, Parkerville Road at Southville Road, and Woodland Road at Cordaville Road, or do or act anything in relation thereto.

MOTION MADE: To POSTPONE ARTICLE 46 INDEFINITELY.

VOTED UNANIMOUSLY: To POSTPONE ARTICLE 46 INDEFINITELY.

ARTICLE 47: To see if the Town will vote to paint a double line consisting of two normal solid yellow lines where passing is prohibited in both directions (#6, Sec. 3A-7) on Sears Road, or do or act anything in relation thereto.

MOTION: (as stated in the words of the ARTICLE) DEFEATED BY MAJORITY VOTE.

ARTICLE 48: To see if the Town will vote to accept as a public way a portion of Burnett Road described on a plan entitled "Roadway Acceptance Plan" dated March 10, 1997 by Bruce Saluk & Associates, Inc. of Marlborough, MA., or do or act anything in relation thereto.

MOTION MADE: That the Town will accept as a public way a portion of Burnett Road described on a plan entitled "Roadway Acceptance Plan" dated March 10, 1997 by Bruce Saluk & Associates, Inc. of Marlborough, MA., legal description as follows:

LEGAL DESCRIPTION

A certain parcel of land in Southborough, Massachusetts situated on the south side of Burnett Road and High Street where Burnett Road intersects with High Street, and bounded and described as follows:

Beginning at the Northwest corner of the granted premises at a point on the south side of High Street. Said point being 19.26 feet east of the Town line; thence running:

N54°33'09"E	along the south side of Burnett Road, 42.91 feet, to a point; thence
N52°45'04"E	along Burnett Road, 154.22 feet to a point; thence
N49°04'26"E	along Burnett Road, 227.70 feet to a point; thence
N43°34'44"E	along Burnett Road, 76.01 feet to a point; thence
N39°52'32"E	along Burnett Road 183.85 feet to a point; thence
N39°33'19"E	along Burnett Road, 46.80 feet to a point at land of Donato and Jean Infante; thence
N76°00'37"E	along said Infante land, 16.83 feet to land of Scott and Patrice Miller; thence
S39°33'19"W	along said Miller land, 60.34 feet to a point; thence
S31°38'48"W	along said Miller land, 101.51 feet to land of Melvin and Margaret Defleur; thence
N56°59'16"W	along said Defleur land, 9.00 feet to a point; thence
S29°49'12"W	along said Defleur land, 12.10 feet to a point; thence
S50°07'28"E	along said Defleur land, 47.00 feet to a point; thence
S42°25'11"W	along said Defleur land, 82.21 feet to land of Sanjaya Kumar and Shu Kaur, thence
S37°32'22"W	along said Kumar and Kaur land to land of Christopher and Joan Lewis and land of Christopher Christopher, Trustee 348.74 feet to a point of curvature; thence

Clockwise along a circular curve with a radius of 100 feet and along land of said Christopher a length of 142.07 feet to a point of tangency; thence
N61°03'31"W along said Christopher land 62.86 feet to a point of curvature; thence

Counter Clockwise along a circular curve with a radius of 25.00 feet, and along said land of Christopher a length of 28.09 feet to the point of beginning.

Being the same premises containing 52,937 square feet shown on a plan entitled "Plan of Land in Southborough, MA. Prepared for: Christopher Christopher, 370 Main Street, Worcester, MA. Prepared by: Bruce Saluk & Associates, Inc., 576 Boston Post Road, Marlborough, MA 01752" dated March 10, 1997.

MOTION: (as stated above) **VOTED UNANIMOUSLY.**

ARTICLE 49: To see if the Town will vote to rescind Article 38 of ATM 1996, or do or act anything in relation thereto.

MOTION MADE: That the Town rescind Article 38 of ATM 1996. (2/3 vote required)

VOTED UNANIMOUSLY: That the Town rescind Article 38 of ATM 1996.

ARTICLE 50: To see if the Town will vote to raise and appropriate, or transfer from available funds and appropriate, a sum of money to be deposited in the Stabilization Fund to be held and administered in accordance with the provisions of M. G. L. Chapter 40, Section 5b, or do or act anything in relation thereto.

MOTION MADE: That the Town raise and appropriate the sum of \$150,000 to be deposited in the Stabilization Fund to be held and administered in accordance with the provisions of M. G. L. Chapter 40, Section 5b.

MOTION: (as stated above) **VOTED UNANIMOUSLY.**

ARTICLE 51: To see if the Town will vote to amend the Zoning Code of the Town of Southborough Article III, Section 174-9.1 Common Driveways by adding the following:

C. Enforcement. To assure that the conditions of the common driveway permit are met to greatest extent possible, the following items must be satisfied prior to the issuance of an occupancy permit for any house on the common driveway:

(1) A Town approved "Declaration of Common Driveway, Easement and Covenant" shall be signed by the buyer and filed with the Registry of Deeds. A "master covenant", designed by the Planning Board, could be used.

(2) It would be the responsibility of the developer to provide the Inspector of Buildings with the above required documentation, including, if appropriate, an engineering report asserting that all required work has been completed per the plans and conditions approved by the Planning Board.

, or do or act anything in relation thereto.

MOTION MADE: (as stated in the words of the ARTICLE). (2/3 vote required)

MOTION: (as stated in the words of the ARTICLE) **VOTED UNANIMOUSLY.**

ARTICLE 52: To see if the Town will vote to amend the Zoning Code of the Town of Southborough, Article I, Section 174-2, Definitions, by adding the following:

WIRELESS COMMUNICATIONS TOWER - A structure (with antennas, if any) designated to facilitate the following types of services: cellular telephone service, personal communications service, and enhanced specialized mobile radio service.

and to further amend Article II, Section 174-3, Districts enumerated, by adding the following:

L. Wireless Communication Service Districts, referred to as WCS Districts.

and to further amend Article III, Section 174-8, Schedule of Use Regulations, by adding the following:

174-8.11 WCS Wireless Communication Service District.

A. **PURPOSE.** The purpose of this section is to establish a district in which wireless communications services may be provided while protecting, to the greatest extent possible, public health, safety and the general welfare. Specifically, the Wireless Communications Services District has been created to (a) protect the general public from hazards associated with wireless communications towers, and (b) minimize visual impacts from wireless communications towers on residential districts within Southborough. For the purposes of this section, "wireless communications services" shall mean the provision of the following types of services: cellular telephone service, personal communications and enhanced specialized mobile radio service. Such services, it is anticipated, will be provided via wireless communications towers, including antennas and accessory structures, if any.

B. **LOCATION.** The Wireless Communications Services District shall be located on all land owned by the Town of Southborough which is held in the care, custody, management and control of the Board of Selectmen, School Committee and Conservation Commission, and all land located in Highway Business Districts, Industrial Districts, and Industrial Park Districts. The Wireless Communications Services District shall be construed as an overlay district with regard to said locations. All requirements of the underlying zoning district shall remain in full force and effect, except as may be specifically superseded herein.

C. **SUBMITTAL REQUIREMENTS.** As part of any application for a permit, applicants shall submit, at a minimum, the information required for site plan approval, as set forth herein in Section 174-10, as may be amended. Applicants shall also describe the capacity of the tower, including the number and types of antennas that it can accommodate and the basis for the calculation of capacity, and any accessory structures.

D. **USE RESTRICTIONS.** A wireless communications tower (including antennas and accessory structures, if any) may be erected in a Wireless Communications Services District upon the issuance of a special permit by the Board of Appeals pursuant to Section 174-9, subject to site plan approval, as set forth herein at Section 174-10, as may be amended, and subject to all of the following conditions:

1. To the extent feasible, all service providers shall co-locate on a single tower. Towers shall be designed to structurally accommodate the maximum number of foreseeable users (within a ten (10) year period) technically practicable.
2. New towers shall be considered only upon a finding by the Board of Appeals that existing or approved towers cannot accommodate the wireless communications equipment planned for the proposed tower.
3. In no event shall any such tower be located closer to two (2) miles to any other such tower.
4. Tower height shall not exceed Seventy Five (75) feet above the existing terrain.
5. A tower shall not be erected nearer to any property line than a distance equal to the vertical height of the tower (inclusive of any appurtenant devices), measured at the mean finished grade of the tower base.
6. To the extent feasible, all network interconnections from the communications site shall be via land lines.
7. Existing on-site vegetation shall be preserved to the maximum extent practicable.

8. The tower shall minimize, to the extent feasible, adverse visual effects on the environment. The Board of Appeals may impose reasonable conditions to ensure this result, including painting and lighting standards.

9. Traffic associated with the tower and accessory facilities and structures shall not adversely affect abutting ways.

10. Applicants proposing to erect wireless communications towers, accessory facilities and structures on municipally-owned land or structures shall provide evidence of contractual authorization from the Town of Southborough to conduct wireless communications services on municipally-owned property.

E. **NON USE.** All unused towers or parts thereof or accessory facilities and structures which have not been used for two (2) years shall be dismantled and removed at the owner's expense.

F. **EXEMPTIONS.** Towers used for the purposes set forth in M.G.L.c.40A, Section 3. are exempt from the provisions of this Section.

, or do or act anything in relation thereto.

MOTION MADE: (as stated in the words of the ARTICLE). (2/3 vote required)

MOTION: (as stated in the words of the ARTICLE) **VOTED UNANIMOUSLY.**

ARTICLE 53: To see if the town will vote to amend the Zoning Code of the Town of Southborough, Article I, Section 174-2, Definitions by changing the definition of Accessory Building or Use to read as follows:

ACCESSORY BUILDING OR USE - A building, structure or use customarily incidental and subordinate to the principal permitted use of the building or land, located on the same lot as the principal permitted building or use, and not prohibited by this chapter.

For the purpose of this chapter, any area on a lot used for the landing and take-off of aircraft, as defined by M.G.L. Chapter 90, Section 35, or helicopters (except as allowed in the Industrial Park District by Special Permit re:174-8.6 C) on a regular or intermittent basis shall NOT be considered an accessory to use and therefore not allowed as an accessory or principal use in any zoning district.

and further amend Article III, Section 174-8.6 IP Industrial Park Districts by adding the following:

C. (14) Heliport or landing place for helicopter not including storage or maintenance facilities as an accessory use to a permitted principal use.

or do or act anything in relation thereto.

MOTION MADE: (as stated in the words of the ARTICLE). (2/3 vote required)

MOTION MADE: (TO LIMIT DEBATE) (2/3 vote required)

MOTION MADE TO LIMIT DEBATE PASSED BY THE FOLLOWING HAND COUNT VOTE: YES: 132 NO: 49.

MOTION: (as stated in the words of the ARTICLE) **PASSED BY THE FOLLOWING HAND COUNT VOTE:** YES: 152 NO: 75.

ARTICLE 54: To see if the town will vote to amend the Zoning Code of the Town of Southborough, Article I, Section 174-2, Definitions by changing the definition of Accessory Building or Use to read as follows:

ACCESSORY BUILDING OR USE - A building, structure or use customarily incidental and subordinate to the principal permitted use of the building or land, located on the same lot as the principal permitted building or use, and not prohibited by this chapter.

For the purpose of this chapter, any area on a lot used for the landing and take-off of aircraft or similar fixed-wing craft, as defined by M.G.L. Chapter 90, Section 35, or helicopters on a regular or intermittent basis shall NOT be considered an accessory to use and therefore not allowed as an accessory or principal use in any zoning district.

, or do or act anything in relation thereto.

MOTION MADE: To POSTPONE ARTICLE 54 INDEFINITELY.

PASSED BY MAJORITY VOTE: To POSTPONE ARTICLE 54 INDEFINITELY.

ARTICLE 55: To see if the Town will vote to amend the Zoning Code of the Town of Southborough, Article II, Use Regulations, Section 174-13 - **Landscaping**, as follows:

A. Purpose and Applicability

(1) Purpose - The purpose of this section is to improve the appearance, environment, character, and value of the total community; and to protect nearby properties, thereby promoting the public health, safety and general welfare.

(2) Applicability - Street, side line, vehicular use area and district boundary plantings and screening shall be provided as specified below when any new building, addition or change of use requires a parking increase of five (5) or more spaces. In performing site plan review under §174-10, the Planning Board may authorize alternatives to the following specifications, taking into consideration existing vegetation, topography, soils and other site conditions, provided that equivalent screening, shading and articulation are achieved.

(3) Exceptions - The requirements of this section do not apply to developments or renovations in the Business Village District. A landscape plan shall be submitted as part of each site plan or Special Permit Application in the Business Village District, with a written explanation of how the landscaping (or lack thereof) is in the best interest of retaining the character of the Village District.

B. unchanged

C. Street planting area. Street planting is required for all nonresidential premises. A landscaped buffer strip shall be a minimum of fifteen (15) feet in depth. The Planning Board may reduce this requirement if in their judgment, strict compliance would create a hardship due to existing conditions such as lot size or location of existing buildings. Also refer to subsection G. Existing vegetation.

D. Side and rear line planting area. A landscape buffer strip a minimum of ten (10) feet in width shall abut all side and rear property lines.

E. unchanged

F. District boundary planting area. A landscaped buffer strip, a minimum of twenty (20) feet in width is required on any nonresidential premises along the full length of any boundary abutting property that is residentially used or zoned except that in the Industrial Park District (IP) the buffer strip shall be a minimum of fifty (50) feet in width. The buffer strip shall contain existing vegetation and/or plantings that are sufficiently dense in the opinion of the Planning Board to adequately screen adjacent residential properties.

G. - K. unchanged

, or do or act anything in relation thereto.

MOTION MADE: To amend the Zoning Code of the Town of Southborough, Article II, Use Regulations, Section 174-13 - Landscaping, as follows:

A. Purpose and Applicability

(1) Purpose - The purpose of this section is to improve the appearance, environment, character, and value of the total community; and to protect nearby properties, thereby promoting the general welfare.

(2) Applicability - Street, side line, vehicular use area and district boundary plantings and screening shall be provided as specified below when any new building, addition or change of use requires a parking increase of five (5) or more spaces. In performing site plan review under §174-10, the Planning Board may reduce or waive the requirements of this section, if in their judgment, strict compliance would be unreasonable due to existing site conditions.

(3) Exceptions - The requirements of this section do not apply to developments or renovations in the Business Village District. A landscape plan shall be submitted as part of each site plan or Special Permit Application in the Business Village District, with a written explanation of how the landscaping (or lack thereof) is in the best interest of retaining the character of the Village District.

B. unchanged

C. Street planting area. Street planting is required for all nonresidential premises. A landscaped buffer strip shall be a minimum of fifteen (15) feet in depth. Also refer to subsection G. Existing vegetation.

D. Side and rear line planting area. A landscape buffer strip a minimum of ten (10) feet in width shall abut all side and rear property lines.

E. unchanged

F. District boundary planting area. A landscaped buffer strip, a minimum of twenty (20) feet in width is required on any nonresidential premises along the full length of any boundary abutting property that is residentially used or zoned except that in the Industrial Park District (IP) the buffer strip shall be a minimum of fifty (50) feet in width. The buffer strip shall contain existing vegetation and/or plantings that are sufficiently dense in the opinion of the Planning Board to adequately screen adjacent residential properties.

G. - K. unchanged (2/3 vote required)

MOTION MADE: MOTION (as stated above) be POSTPONED INDEFINITELY.

VOTED UNANIMOUSLY: MOTION (as stated above) be POSTPONED INDEFINITELY.

MOTION MADE: That ARTICLE 55 be POSTPONED INDEFINITELY.

PASSED BY MAJORITY VOTE: That ARTICLE 55 be POSTPONED INDEFINITELY.

MOTION MADE: To bring ARTICLE 59 FORWARD.

PASSED BY MAJORITY VOTE: To bring ARTICLE 59 FORWARD.

ARTICLE 59: To see if the town will vote to sell property located on Sears Road shown on Assessors' Map 74, Lot 51, to Scott Edwin Ewing and Eileen Smith Ewing of 60 Sears Road, or do or act anything in relation thereto.

MOTION MADE: That the Town sell under Chapter 30B property located on Sears Road shown on Assessors' Map 74, Lot 51, to all interested parties who provide the Town Administrator with a good faith deposit of \$50,000 in the form of a certified bank check together with a proposal to purchase the lot in question. The proposals to purchase the property will be scheduled to be submitted no later than June 15, 1997, with minimum bids for the purchase of the property to start at no

less than \$1,000. The proceeds of this sale will be deposited in the Conservation Trust Fund to purchase land for conservation authorized under Chapter 40, Section 8C.

Restrictive covenants "prohibiting any future development" of Lot 51 shall prohibit the successful bidder (and any subsequent owner of Lot 51 until the end of time) from erecting any building or structure for human or animal habitation, storage, garaging of vehicles, or other use or purpose provided, however, that "development" shall not be construed to include landscaping the property, erecting a fence or entry gate, or changing the length or angle of approach of any driveway already in existence on an abutting property, or any activities incident thereto, which improvements are to be expressly permitted under any restrictive covenants.

MOTION MADE: To LIMIT DEBATE. (2/3 vote required)

VOTED UNANIMOUSLY: To LIMIT DEBATE.

MOTION MADE: To POSTPONE ARTICLE 59 INDEFINITELY.

PASSED: By the following HAND COUNT VOTE to POSTPONE ARTICLE 59 INDEFINITELY: YES: 89 NO: 51.

ARTICLE 56: To see if the Town will vote to amend the Zoning Code of the Town of Southborough Article III, Section 174-9 H. Multifamily Housing for the Elderly to read as follows:

H. Multifamily housing for the elderly is allowed by special permit per the Schedule of Use Regulations, Chapter 174-8. The Zoning Board of Appeals shall grant a special permit for elderly housing only after considering the following criteria:

- No development shall exceed an average per site of a maximum three (3) units per acre or six (6) bedrooms per acre. No unit shall contain more than three bedrooms.
- Evidence shall be shown that, to the greatest extent possible, the development is offering to provide for the needs of Southborough residents of varying economic levels.
- The units shall have an exterior design that is consistent with the styles of the surrounding residential neighborhoods and the Town of Southborough in general.
- Wherever possible pedestrian connection to local services should be incorporated into the site design to lessen the dependency on the automobile.
- The plan shall be designed to maximize the preservation of the natural features of the site through the use of cluster housing, and/or creative site planning. Wherever possible existing vegetation should be retained throughout the site as a natural buffer to adjacent properties.
- The proposed development shall satisfy the criteria of this chapter (174-9) outlined in paragraph A., Decision considerations.

The granting of a Special Permit by the Zoning Board of Appeals for multifamily housing for the elderly does not relieve the applicant from receiving all other applicable approvals, including Conservation Commission, Board of Health, and Site Plan approval from the Planning Board (re: 174-10).

and further amend Article III, Section 174-10, Site Plan Approval by adding A. (4) to read as follows:

(4) Multifamily housing for the elderly.
,or do or act anything in relation thereto.

MOTION MADE: (as stated in the words of the ARTICLE). (2/3 vote required)

MOTION: (as stated in the words of the ARTICLE) VOTED UNANIMOUSLY.

ARTICLE 57: To see if the Town will vote to amend the Zoning Code of the Town of Southborough, by changing the following described areas from Residence A District (RA) to Conservation District (C):

land off of the east side of Cordaville Road identified in the Southborough Assessor's records as Map 20, parcel 31A excluding a 2.79 acre parcel (building envelope) for a total of 11.56 acres as shown on the plan prepared by MetroWest Engineers, Inc., dated January 4, 1996. The land is currently owned by Hampton Smith.

and to amend the zoning map accordingly, or do or act anything in relation thereto.

MOTION MADE: (as stated in the words of the ARTICLE). (2/3 vote required)

MOTION: (as stated above) VOTED UNANIMOUSLY.

ARTICLE 58: To see if the Town will vote to authorize the Board of Assessors to enter into an intermunicipal agreement for the provision of consulting and support services for the Assessors Computer Assisted Mass Appraisal System (CAMA). The annual obligation of the Town under this agreement shall be paid from the Assessors expense appropriations, or do or act anything in relation thereto.

MOTION MADE: (as stated in the words of the ARTICLE)

MOTION: (as stated in the words of the ARTICLE) PASSED BY MAJORITY VOTE.

ARTICLE 60: To see if the Town will authorize the Board of Assessors to use free cash in the Town treasury, and if so, what sum for the purpose of reducing the amount to be raised and appropriated and assessed as taxes in the fiscal year beginning July 1, 1997 and ending June 30, 1998, or do or act anything in relation thereto.

MOTION MADE: To POSTPONE INDEFINITELY.

VOTED UNANIMOUSLY: To POSTPONE INDEFINITELY.

At (11:40 p.m.) on Tuesday, April 15, 1997 it was MOVED and UNANIMOUSLY VOTED to DISSOLVE the Annual Town Meeting of April 14, 1997 and the Adjourned Session of Tuesday, April 15, 1997.

A true copy:

Attest:

PAUL J. BERRY, TOWN CLERK

ANNUAL TOWN ELECTION

MAY 12, 1997

TOWN MODERATOR 1 Year

John H. Wilson	199
Blanks	31
Total	230

BOARD OF SELECTMEN 3 Years

William J. Christensen	175
Kathleen B. Bartolini	1
James W. Falconi	2
Blanks	52
Total	230

BOARD OF ASSESSORS 3 Years

Kirk A. Carter	177
Peter J. Bolduc	1
Gail B. Rowe	1
Blanks	51
Total	230

BOARD OF HEALTH 3 Years

Philip G. Mauch	178
Blanks	52
Total	230

SCHOOL COMMITTEE 3 Years

(Vote for not more than Two)

MaryJane Mastrangelo	137
Michael Paul Fuce	15
Charles Edward Gadbois	117
Susan Mary Strazie	1
Bonnie J. Phaneuf	1
Blanks	189
Total	460

NORTHBOROUGH/SOUTHBOROUGH REGIONAL SCHOOL DISTRICT COMMITTEE, SOUTHBOROUGH CANDIDATES 3 Years

(Vote for not more than Two)

Faith D. Marcello	138
Susan Sartori	121
Simeon Fouracre Brigham	1
Blanks	200
Total	460

NORTHBOROUGH/SOUTHBOROUGH REGIONAL SCHOOL DISTRICT COMMITTEE, SOUTHBOROUGH CANDIDATES 3 Years

(Vote for not more than Two)

MaryJane Mastrangelo	143
Beth A. Wittcoff	133
Charles Edward Gadbois	11
Michael Paul Fuce	2
Blanks	171
Total	460

BOARD OF TRUSTEES OF LIBRARY 3 Years

(Vote for not more than Two)

David L. Flynn	185
Elizabeth B. White	180
Blanks	95
Total	460

PLANNING BOARD 5 Years

Donald C. Morris	192
John Joseph Strazie	1
Blanks	37
Total	230

SOUTHBOROUGH HOUSING AUTHORITY 5 Years

Christopher M. Uhl	162
Ruth O. Berry	1
Blanks	67
Total	230

A true copy:

Attest: _____

Paul J. Berry, Town Clerk

EDUCATIONAL REPORT

**School Committee
Administration
Superintendent's Report
Faculty
Financial Statement**

SOUTHBOROUGH TOWN REPORT

SCHOOL COMMITTEE

1997

Ms. Beth A. Wittcoff
Mr. Gary S. Grant
Mr. Charles Gadbois
Mr. Frank Fazio
Mrs. Mary Jane Mastrangelo

Chairperson
Vice Chairperson
Secretary

ADMINISTRATION

Superintendent of Schools
Assistant Superintendent of Schools
Director of Special Education and
Student Support Services
Director of School Business Services

Mr. Robert E. Melican
B.S.Ed., M.Ed., C.A.G.S.
Mr. Antonio J. Fernandes, Jr.
B.S.Ed., M.Ed.
Mrs. Jean Bean
B.S.Ed., M.Ed.
Mr. Lincoln D. Lynch, III
B.S.B.A., M.Ed.

Administrative Assistant to the Superintendent
Secretary to Superintendent
Secretary to Assistant Superintendent
Secretary to Director of School Business Services
Office Secretary
Financial Secretary - Northborough
Financial Secretary - Southborough
Financial Secretary - Algonquin

Mrs. Cheryl L. Levesque
Mrs. Helen A. Yanco
TBA
Mrs. Patricia A. Sousa
Mrs. Maureen C. Murphy
Mrs. Mary Ann Notaro
Mrs. Traci M. Weaver
Mrs. Barbara Sanchioni-Armstrong

Business Office

Algonquin Regional High School
79 Bartlett Street
Northborough, MA 01532
8:00 a.m. - 4:30 p.m.
(508) 351-7000
(508) 351-7049

Office Hours:
Telephone:
FAX:

SUPERINTENDENT'S REPORT

Robert E. Melican, Superintendent

On behalf of Ms. Beth Wittcoff, Chairperson, and School Committee Members, Mr. Frank Fazio, Mr. Charles Gadbois, Mr. Gary Grant and Mrs. Mary Jane Mastrangelo, it is my pleasure to thank all of the members of the Southborough community for their continued support for our students. This support and dedication by the Town Officials, parents, citizens, and teachers all contribute to the excellence that our public schools are known for throughout the state.

This past year has been one of growth and anticipation for our school district. The Southborough School District, like many other Central Massachusetts communities, has seen the continuation of new housing starts and increasing enrollments. Fortunately, due to the strong commitment that Southborough continues to show towards quality education, the new P. Brent Trottier Middle School will be ready for our students this August of 1998. Following this new construction will be the addition and renovation to the Mary E. Finn School. These two projects will address the current space needs in our schools. The School Committee and I would like to again thank the residents of Southborough for their support of our schools. The unified support that you continuously show is an example of the value that you place on education and its importance to this community.

Technology continues to be a major thrust of the school district. Due to our Technology Plan, funds were obtained from the Department of Education as well as our capital warrant article. Technology purchases for our schools are preparing our students for the technological expertise needed for future success. Also, due to the generous commitment by our residents, in hours as well as products, Southborough had a very successful Net Day in our schools.

A byproduct of the Massachusetts Reform Law of 1993 was the creation of Curriculum Frameworks for the Massachusetts schools. The district is diligently working on integrating these new "frameworks" into the classroom and into the curriculum. The time and effort that our staff is putting into our curriculum initiatives will be evident as we prepare for the state testing program called MCAS.

As always, the district's Core Values, Mission Statement, and Strategic Plan are a priority as we modify and adjust our curriculum to meet the changing world that our students need to enter. The 21st century will bring many new challenges for all of us, but it is the responsibility of your schools to assist our students in preparing and designing the future.

My second year as your superintendent continues to bring new projects and responsibilities to my office. As you read the enclosed reports for our schools, I believe that you will see what a wonderful school system you have and why it is held in such high regard. Thank you for the privilege and honor to represent the community of Southborough.

MARY E. FINN SCHOOL

Mary A. Ryan, Principal

The Mary E. Finn School curriculum emphasizes the development of the whole child. Classroom programs are designed to foster academic, physical, social, and emotional development. It is acknowledged that all children function at different levels and have differing needs and interests. Teachers seek to cultivate strengths and incorporate different learning styles.

Teachers aim to develop students' critical and creative thinking skills via curriculum which is based on inquiry, problem solving, discovery and application of skills and concepts. Instruction is through thematic and interdisciplinary units of study which help children to make connections across disciplines. Evening workshops are held periodically to provide a forum for communication regarding the curriculum.

There are presently eight sessions of kindergarten and seven first grades with approximately 306 students.

The Finn School Council has seven members representing staff, parents, and the community. The Council meets monthly to work on established goals and develop the School Improvement Plan for the next school year. The focus has been on parent communication, curriculum, reporting, conferencing, and multi-cultural awareness and understanding. The priority this year will be preparing for the move to the Woodward School for the 1998-99 school year while building and renovations are completed at the Finn School.

Through the Educational Technology Bond Bill and local capital funds we now have a computer in each classroom at Finn. We have also purchased a color scanner which is being used as an integral part of a pilot portfolio program being conducted in two first grade classes and one kindergarten. An Apple Quicktake camera was donated by a family in 1997. Capital funds and Title VI grant monies were used to acquire new software programs which supplement the present classroom curriculum. This fall we trained thirty parent volunteers to assist students in the use of the computers as part of their daily schedule.

First grade teachers at Finn will be working during the 1997 school year to develop curricular materials and instructional approaches that promote critical thinking at higher levels to challenge all students. They will be incorporating Multiple Intelligence strategies in their planning, as well as coordinating goals to the State Frameworks. Themes will be redefined as vehicles for teaching, goals rewritten, and learning centers expanded to include projects and activities which promote critical thinking and higher level thinking skills. This project is being funded by a grant from The Educational Foundation for Northborough and Southborough Schools.

The Finn Faculty has been actively involved in professional development. They have attended conferences and workshops focusing on strategies and techniques for improving instruction and developing curriculum to address a variety of learning styles. The district professional development days have been well planned and provided an excellent selection of educational opportunities for staff. Teachers are finding many ways to enhance their teaching and challenge all the students.

Inclusion of all students in regular classroom settings is the goal of the staff at the Finn School. Through collaboration and support, special education specialists and regular classroom teachers are developing models of excellence for students with special needs. This provides a sense of community for all learners and provides for the development of feelings of belonging and acceptance among all children.

At Finn, The Reach Out to Schools: Social Competency Program is being used in both kindergarten and first grade. The lessons focus on three areas: creating a cooperative classroom environment; building self-esteem and positive relationships; and solving interpersonal problems. These lessons are being taught by those teachers who have been trained and the Guidance Counselor. The long range goal is for all remaining staff to be trained to implement the program.

Curriculum night was held in the fall. Parents had an opportunity to attend a presentation by their child's teacher regarding the first grade or kindergarten curriculum. After the presentations, parents were invited to the cafeteria to meet informally with the Finn faculty. This was a wonderful chance for parents to learn about their child's school day and what they will be learning throughout the year.

Progress reports were revised during the 1996-97 school year. A committee was formed for each grade level consisting of teachers, support staff, and parents. The two committees met throughout the year to discuss and create a new progress report for each grade level. The new progress reports will be implemented during the 1997-98 school year. At the end of that year, parents and teachers will be surveyed to evaluate the effectiveness of the new reporting systems.

We are very fortunate to have an active, supportive S.O.S. parent organization. Their goals for 1997 have been to: foster and develop greater communication and understanding between parents, teachers and administrators; support the objectives of the School Improvement Plan; provide Cultural Arts and enrichment programs beyond those covered by the regular curriculum; prepare for the transition to the Woodward School and realignment to kindergarten through grade 2; and raise funds necessary to support these goals.

The following are highlights of the S.O.S. initiatives: the establishment of a Multicultural committee which presented an Asian and Polynesian evening in March, and a Irish and Scottish evening in December; cultural arts programs included: Brown Bag Opera, Nikki Hu (Asian studies), Bill B (Native American studies), and Bubble Mania (science & art); sponsoring the student art show, and the Finn Family Fun Fair. The Brianna Fun Run was held in October. This event helped raise funds for the medical expenses of a former Finn student. The community awareness program included drives for the Southborough Food Pantry and local shelters.

The Finn staff are dedicated to the continual pursuit of quality education. Their spirit of cooperation, desire to be informed about strategies and techniques that improve classroom instruction for all children, and their tireless efforts to maintain the high standards currently in place ensure continued success for all our students.

MARGARET A. NEARY SCHOOL

Stephen Billhardt, Principal

This year the Neary School opened its doors with 586 students which reflects over 120 students more than just two years ago! We use every spare space, closet and available learning environment. The art program is using a portion of the cafeteria which is working out better than we expected. We anticipate the next academic year will provide us with some breathing room in terms of space, when the Second Grade becomes a part of the Finn School (at Woodward), as well as a revamped parking lot and a new playground.

The Neary School Council has been working extremely well together. We have devoted time to long-term planning. We have considered start and end times for our school, as well as mapping out where each grade level cluster should be situated. We also monitor our current school improvement plan which involves work on our math curriculum, communication with all of the school's constituents, and continuing our work with the Stone Center.

Our parent involvement continues to grow. This September we held our first Volunteer Fair which helped to locate interested parents and matched them up with teachers and grade levels, so they can provide expertise in their particular field. A small, dedicated group of parents have been instrumental in raising funds for our new playground. To date, the committee has raised over \$20,000. This new and exciting playground will be installed during the summer of 1998.

This past September we held our Curriculum Night on two consecutive evenings. With the size of the school, it certainly helped create a smoother event for everyone involved. We shared with parents our writing rubrics, as well as an example of how we expect an average student at each grade level to be able to write.

As a branch off of last year's reading program, the second grade will be exploring literature through drama and art. Students will be reading new trade books, visiting the Berkeley Performance Center and performing plays. This will help to develop students' self-confidence, as well as their reading, language and speaking skills.

In connection with the frameworks, the second grade is focusing a great deal on problem solving and open-ended questioning. We want students to be able to develop skills to express their mathematical thought process.

The third grade continues to expand the Aims (Activities In Math and Science) Program into its curriculum. In keeping with its goals of being able to transfer knowledge to the four environments of hands-on, interpretation, oral and written language and higher order thinking skills, teachers have implemented projects which combine investigating, critical thinking, experimenting, communicating, inferring, comparing, computing, concluding and journal writing. "Leaf Safari" allowed leaves to be explored and then through the use of grids, the students measured for areas of irregular shapes. "Crazy Over Cranberries" enabled children to once again experience the investigative process. Their work with the cranberries leads them through the phases of dissecting and comparing aspects of properties, movement, weight and variation to taste.

The fourth grade has produced an exciting Social Studies and Science multimedia experience, accomplished by talking and working with explorers and scientists. To create this experience, the team has used The Great Ocean Rescue and Rainforest Researchers. In both programs, the children work in small groups analyzing scientific information, engaging in practical program solving, and developing individual skills. The students will become familiar with the scientific method and the steps in building and supporting a hypothesis.

The Great Ocean Rescue consists of four rescue missions that take students to different trouble spots in the oceans. Each mission has two parts. In the first part, students watch a transmission which has clues describing a trouble spot. The students work in cooperative groups to determine which trouble spot the transmission is describing. After determining that location, the students must select a plan to complete the mission. In Rainforest Researchers, the focus is on plant biology and tropical rainforests. Again students work together in teams of four, with each team member playing the role of a different scientific expert. The students learn information and realize that it is only by working together and sharing information that the various missions can be completed successfully.

The fifth grade has adopted the Science Through Experiments Program (S.T.E.P.) as a part of the curriculum. Students engage in active and cooperative learning for a fifteen week period. They learn the process of science by conducting experiments and documenting their results. The program develops problem solving and logical thinking skills. The topics covered are: friction, levers, volumes, electricity, and qualitative analysis. All the teachers have been trained to implement the program which integrates math, science and writing using a hands-on approach. They attended four workshops and work closely with the consultants from S.T.E.P. Parent volunteers have helped in the success of the program. The adoption of the program is owed to the generosity of the Education Foundation.

The Technology Committee met this past spring to re-evaluate the equipment goals for the District. There have been a great many changes in the use of technology since the original plan was accepted by the School Committee. One of the major changes that has occurred is the emergence of the World Wide Web. The committee felt that the plan for procurement of equipment should be more aggressive. The original Technology Plan called for one computer per classroom. The revised plan calls for three computers per classroom. The original plan called for labs to have 18 computers. The revised plan calls for 25 computers per lab.

At present, Neary School has a networked lab which is located in the Library/Media Center. There are fourteen computers on the network as of November 1997. There are plans to network the fourth and fifth grade classrooms this fiscal year and the other classrooms in the next fiscal year.

Students have been using the networked computers for research and then creating multimedia presentations from the information obtained on the network. They are learning electronic research skills which include proper citing of information found on the Internet and "netiquette". An acceptable use policy for the Internet as well as other computer use was developed and adopted by the District this past year.

At present there is a computer in each classroom at Neary School. Twelve new computers with multimedia capability were purchased at the start of this school year. These computers were placed in the classrooms. Students are using them in a variety of ways including: electronic research, simulations, writing, creating presentations and reinforcement of skills. We recently purchased a digital camera. The camera was a valuable tool on a recent third grade nature walk.

This year, the enrollment in the String Music Program has grown from 45 students last year to 52! In addition, we have a larger Advanced Orchestra composed of 20 string musicians, in grades 4 & 5 who have been playing their instrument for two or more years.

Students have the opportunity of learning to play a string instrument in grade 3 and remaining in the program through the 8th grade. Beginners learn how to hold the instrument, how to read music and play simple folk songs. We use a note to note approach, in which the student plays without reading music notation first and then adds the notation after a concept is learned. In the spring, all beginners will be able to play in an Orchestra and learn some simple ensemble skills which teach them how to follow a conductor, and how to play music in two parts.

Advanced string musicians in grades 4 and 5 build upon the skills learned in their first year. They learn how to play in more keys with flat notes, how to play with bow slurs and bow variations, how to play more complex rhythms and shifting up on the instrument into the higher positions. The Advanced Orchestra performs with the Chorus and Band in both a Holiday and Spring Concert and we go on a concert tour trip to either the Finn School or the Senior Citizen's housing complex. All string musicians in grades 3-8 perform in a recital program in the spring - the String Jamboree! This program features solo and small ensemble pieces with students accompanied by Mrs. Curran playing the guitar.

The band program at Neary School begins in the fourth grade. Beginning musicians are given a half hour lesson per week on the instrument of their choice. When they are proficient enough (usually in January), they are put into the beginner band which rehearses 45 minutes per week. Fifth graders have one half hour lesson per week, and a band period twice a week.

The general music program provides students grade 2 through 5 with the experience of many musical elements including singing, rhythm, music listening, movement, composing and rhythm instrument playing. Many grades share classroom themes which are also integrated into the music classroom.

The chorus is open to any 4th or 5th grade student. Rehearsals include vocal skill building, vocal techniques, breathing and tone quality exercises as well as building vocal confidence. Concerts are performed throughout the school year and are combined with the Neary School Orchestra and Band in performances.

ALBERT S. WOODWARD MIDDLE SCHOOL

P. Brent Trotter, Principal

I am pleased to submit my Eleventh Annual Report as Principal of the Woodward Middle School.

The past year has been busy and productive at Woodward. School programs have seen improvements in many areas. There has been a focus on celebrating Woodward's contribution to the Southborough community and activities preparing for the move to the Trotter Middle School have quickened.

The school curriculum has been enhanced through the generosity of the Woodward S.O.S. In October, the Bay Colony Educators enriched the eighth grade curriculum through a look into Colonial America. The seventh grade had a presentation by the Chinese Song-Zhu Cultural Association who taught Chinese watercolor and the Wak Lum Athletic Association did a Kung Fu demonstration. Tom McCabe, a creative storyteller, worked with the sixth grade in a writing workshop. In addition, Poet in Residence, Wendy Mnookin, worked with seventh and eighth grade students. S.O.S. continues to be a valuable source of funds, not only for cultural arts activities, but also for many traditional events at the school such as the Eighth Grade Banquet, Awards Day and the annual end of year cook out.

The Woodward School Council has come up with a School Improvement Plan which has enabled us to address some important issues at the middle level. Two curriculum areas in which there has been a focus are Science and Technology. The Science program is being developed to take advantage of the Trotter School which is in an ecologically sensitive area. Students will be taught to appreciate the animal and plant life on the property immediately surrounding the school.

Because the Trotter School will be state of the art technologically speaking, the Woodward teachers have been undergoing extensive training through the professional development programs provided by the district and after school sessions conducted by Gail Jenks, a faculty member.

Work has been progressing well on the Woodward Book, a photojournal being produced through a joint effort of parents and the student body along with a grant from the Education Foundation for Northborough and Southborough. This book will feature anecdotes and photos from Woodward's past along with some interesting historical information. Students are currently busy interviewing past students and staff members of the Woodward School. These interviews will form the basis for many of the anecdotes in the publication. It is intended that the book be ready for general distribution by June of 1998.

Health education for middle school youngsters is an ever present emphasis at the Woodward School. Along with the normal health topics, which are taught at each grade level in various content areas, is the recognition that parents need to become partners with the school in this endeavor. To that end, the school has engaged parents in planning and implementing programs that deal with issues such as drug and alcohol use. Two programs were presented for parents during the spring which were informative and interactive. The programs were presented by school personnel and community agencies. It gave the parents a better perspective of the issues confronting our students in the areas of drugs and alcohol. The value of the programs extended beyond the sharing of information. They provided opportunities to network with one another and encouraged them to stay connected as their children moved through the school system into high school.

A series of meetings took place with parents of grade six students. These meetings took place for the purpose of helping the parents develop a better understanding of the middle school child. The Woodward staff dealt with a number of timely topics. There was much time devoted to parents and staff sharing "stories" about their children.

A Health Week was held at the school in May. This annual focus on school wide health issues featured a morning breakfast program, morning stretch, a healthy snack contest and a "Fun Run". A highlight of the week was a play put on by FOODPLAY productions entitled "This is Your Life" which was a fast paced, entertaining show that addressed many teenage health issues.

The Woodward Code of Discipline has been reformatted to reflect the core values of the district which emphasize respecting the dignity of others and shared decision making. Through feedback from the student body, it became apparent that the students were very concerned with the issues surrounding how people treat one another. We took that cue from them and reworked the Code of Discipline to insure that these issues became a priority for all concerned. We have included the Code of Discipline as part of the Student Assignment Book.

The Woodward School continues to provide service learning opportunities to its students. Serving the community in a variety of ways provides students with many growth experiences. Through the Family and Consumer Science classes, students, this year, have been involved in many community activities including Heritage Day, the Youth Commission Halloween Party, Finn Family Fun Fair, and the Southboro Food Pantry.

With 336 students now attending Woodward, we are using every bit of available space to accommodate them. Schedules have been adjusted to ensure that students have enough space when passing between periods, assemblies have been arranged to provide more than one presentation and dismissal times have been reorganized to allow a smooth passage of children to the busses. All of this has encouraged us to look forward with enthusiasm to moving into the new Trottier School for the fall of 1998. With the additional space available we hope to bring our class sizes back within the limits of the School Committee policy. The new school will offer the kind of physical facility to enable the present middle school program to move into the 21st century.

SPECIAL EDUCATION AND STUDENT SUPPORT SERVICES

Jean M. Bean, Director

The Special Education and Student Support Services Department consists of special education teachers, speech and language specialists, school psychologists, inclusion specialist, guidance counselors, paraprofessionals and school nurses who provide services to handicapped children who require additional support in school. During the school year 1996-97, 197 students received these services.

Most of our students received special education services in their regular classrooms. Classroom teachers are primarily responsible for educating all of the children in their classes, and student support staff assist both the identified students and the classroom teachers. Educating children with special needs requires close collaboration between general classroom teachers and the student support staff. Many staff development opportunities over the past four years have been provided to general and special education teachers, helping them with inclusion. Teachers have been trained in assistive technology, behavior management and other strategies that improve classroom instruction.

This year the Southborough School Department employed Dr. Karen Carlson as the Inclusion Specialist to our district. Dr. Carlson works directly with parents and teachers on creating program options for our children with complex special education problems.

Meeting the needs of children with complex learning issues requires on-going services and consultation in the fields of occupational therapy, physical therapy, assistive communication, behavioral therapy and psychological

support. Specialists come into our school and provide direct services and consultation to staff. Some of these services are contracted through the Assabet Valley Collaborative. Other services are provided through private contractors.

Long term research has indicated that providing high quality education opportunities at the pre-school level can eliminate more serious long-term problems for children. With this information available to us, the Southborough Public Schools, in conjunction with the Boroughs Branch YMCA, have received two grants totaling over \$100,000 for the district. These funds are helping us to collaborate with private pre-schools in the area in providing high quality pre-school offerings to working parents. The collaborative pre-school program at the Finn School was dissolved due to lack of space. Children previously in this program have gone on to kindergarten or to the pre-school program at the Proctor School in Northborough. Parents wishing to find out more about the Community Partnership Grants for working parents should contact Diane Dunham, Early Childhood Coordinator at 393-4378 or Jean Bean at 351-7000 x 153. Additional networking at the pre-school program at Framingham State College and our on-going partnership with the Assabet Valley Collaborative are helping us to meet, at a very early age, the broad range of pre-schoolers in need of special education. The Southborough Public Schools work closely with the Marlboro Early Intervention Network and with area pediatricians identifying students who may be at risk for learning problems.

Creating partnerships is crucial in meeting the needs of children in our schools. Partnerships between student support staff and general and special education teachers at the Woodward Middle School have fostered specialized co-taught classes. These classrooms allow children to remain a part of the regular education curriculum and, at the same time, receive the benefits of specialized instruction. Several teachers plan lessons together and all children benefit from classes taught collaboratively by general education and special education staff.

Assistive technology has been introduced in our schools. Several children have the benefit of amplification systems, and speech language therapists are bringing communication programs to aid children who have limited spoken language abilities. Beyond collaboration in our schools and the Community Partnership Pre-school Grant, other productive partnerships also exist.

The Department of Education also awarded the school district a \$17,000 grant called "Accessing the Curriculum". This grant allows for teacher training to ensure that the Southborough students, regardless of their ability, will have equal access to the curriculum as outlined in the Massachusetts Education Curriculum Frameworks. Mr. Antonio Fernandes, Assistant Superintendent and Mrs. Jean Bean, Director of Special Education and Student Services jointly developed this grant proposal to assist teachers in expanding their instructional options available to children. This venture is another example of collaboration to improve learning for all students.

The Student Safety Network continues to be an active group that connects several important community groups in an on-going effort to assist individuals, and the community as a whole. The Youth Commissions, Police Department, Department of Social Services, Department of Mental Health, Department of Youth Services, Recreation Departments, the clergy, along with other area professionals, work collaboratively in creating opportunities to intervene on behalf of those in need. A spin off this year was the Community Connections Day. This event will be run annually in the spring and will highlight each of the participating agencies.

As evidenced in this report, much has happened this year in the area of Special Education and Student Support Services. The Southborough Public Schools are working hard to meet the needs of all the children in our district. The combined efforts and support of the school committee, the central administration, building principals, classroom teachers and student support staff are creating positive education experiences for the

town's most needy children. The Southborough community, as a whole, should be proud of these collective efforts.

Professional and Curriculum Development

Antonio J. Fernandes, Jr., Assistant Superintendent of Schools

As our school district continues to embrace The Massachusetts Education Reform Act of 1993 (MERA), it is increasingly clear that this endeavor will continue to significantly impact curriculum development and instruction.

It is our expectation and commitment that curriculum and instructional programs reflect the principles of the state's Common Core of Learning and Curriculum Frameworks. We envision our curriculum documents to build upon the state frameworks throughout the phases of development, implementation, and assessment. The Northborough, Southborough and Northborough-Southborough Regional School Districts are collectively assessing our curriculum and instructional practices to ensure appropriate and realistic revisions.

At the outset, it would be useful to delineate the basic principles that guide our school district through the process of developing quality curricula. The bottom-line curriculum is what the students learn. The taught curriculum, the written curriculum, and the tested curriculum are merely supports for that learned curriculum. Crucial to the development of a successful student-centered curriculum is the establishment of a learning environment that promotes collaboration. Our school district values and believes that it is the classroom teacher who plays a key role in facilitating the learned curriculum. It is, therefore, essential that all curriculum documents be "teacher friendly" --- easy to access and use. Our goal is to produce sets of clear and easy-to-use guidelines that the staff will use in their long-term and short-term planning.

Professional Development

Professional development is the cornerstone of a learning community which embraces excellence, believes all children can learn, and enhances the educational instruction so that learning can be an exciting and lifelong endeavor. As we prepare students for today and tomorrow, we must continually adopt instructional practices that reflect the best of what we know about how learning occurs. The Professional Development Committee continues to work tirelessly in developing a district-wide comprehensive professional development program. The following summary highlights the many initiatives that have taken place.

Northborough-Southborough Professional Development Committee

Charles Gobron and Patricia Dingwall, Co-Chairs

Members of the Northborough-Southborough Professional Development Committee organized three major professional development days during 1997. The purpose of each event was to promote educational excellence by meeting the needs of the individual educators in the system, carrying out the objectives listed in the Northborough-Southborough Professional Development Plan, and aligning classroom instruction with the recently adopted Massachusetts Curriculum Frameworks.

On January 21, 1997, nearly four hundred educators from the district participated in a variety of activities. There was a heavy emphasis on technology offerings, ranging from a beginner's "Where's the Mouse?" to a more advanced multi-media presentation from WGBH-TV. Other workshops involved the teaching of writing, the management of difficult classroom behavior, the examination of different strategies for the inclusive classroom, and the learning of new techniques and teaching strategies in various curriculum areas.

A great deal of time and effort in the spring and early summer was devoted to the planning of a regional professional development day, sponsored by the Northborough, Southborough, Northborough-Southborough Regional, Westborough, and Shrewsbury School Districts. The idea of a regional conference was developed at a meeting between area superintendents and representatives from the corresponding teacher associations. Over 1000 educators participated in a highly successful day on November 10, 1997. Some of the areas emphasized were technology, effective classroom practices, a "balanced literacy" approach to reading and writing, stress and health management, and several offerings from the various curriculum areas. Another highlight of this day was a vendor fair which featured a number of educational exhibits for area teachers.

On December 1, 1997, another wide range of professional offerings was featured. Three very popular workshops dealt with the "multiple intelligences." Technology classes were again highly subscribed. A number of other topics involved the curriculum areas of reading, writing, geography, science, music, art, and physical education. About a dozen educators took advantage of an opportunity to visit other schools and view specific programs. Another valuable feature was an "assembly," where Assistant Superintendent Antonio Fernandes outlined the future professional direction of the Northborough-Southborough Schools.

In addition to organizing professional development days, individual members of the Professional Development Committee have participated in a number of courses, workshops, and seminars on the local, state, and national level. The main focus of these endeavors is to improve instruction for the students of Northborough and Southborough.

Professional development activities in Northborough-Southborough have earned high praise from the local and state wide educational community. This is due in no small part to the high value Northborough and Southborough citizens have placed on educational efforts. In addition, the commitment to shared decision making by members of the administration and school committee have helped foster an atmosphere where educational excellence can flourish.

Program Development

Currently, we have an established committee for each subject area. The task for each committee is to collect, analyze, share and reflect data for the purpose of developing a document that reflects the state standards and our Strategic Plan. To date we have produced and disseminated to all staff members a "Best Practice" document in Mathematics, Science and Technology Education. This "living document" reflects a collection of lessons or activities that correlate to the state's frameworks. The Language Arts, Mathematics, and Science committees are presently engaged in writing a K-12 seamless curriculum. It is anticipated that the Language Arts document will be completed at the close of the 1997-98 school year. In all academic disciplines, committee members, staff and administrators continue to align instructional practices to the state frameworks.

Mathematics Curriculum Team

Barbara Haig, Chair

The Mathematics Curriculum Team, with representatives from each of the schools and communities in the district, has continued to meet on a regular basis to facilitate communication among teachers and to assist teachers in the integration of the new Massachusetts Mathematics Curriculum Frameworks into their classroom activities. The Mathematics Curriculum Team has been working with the Science and Technology Education Curriculum Teams to provide teachers with an extensive collection of exemplary instructional practices at their individual grade levels. These activities will exemplify each of the mathematics standards in the curriculum.

Teachers from Northborough and Southborough have gathered at grade level meetings to discuss and to determine learning standards in mathematics. The information shared at these meetings is being utilized by the Mathematics Curriculum Team to review and update our mathematics curriculum in order to provide a curriculum that reflects continuity and consistency as well as the high standards and expectations that are associated with our school districts.

Science Curriculum Team

Donald Holm and Robert Seymour, Co-Chairs

Established in 1995, the Science Curriculum Team is comprised of representatives from the three school districts. In addition, one parent from the town of Southborough serves on the committee. The committee has been meeting on a regular basis since its inception for the purpose of interpreting and assisting educators with the curriculum revisions related to scientific educational reform. In 1995-96 for example, educators from the school districts met to share some of their best practices related to the tenets of the science curriculum frameworks. These best practices were related to the specific areas of physical science, earth and space science and life science. The so called domains of science require students to wrestle with contradictions, puzzle through paradoxes, evaluate evidence and search for connections. These pursuits require students to deal with the real world, both natural and man made, where one question often leads to another.

In 1997, the committee joined the committees of technology and mathematics to produce a system approach of curriculum, assessment and best practice. The document integrated the approaches of instruction from each of the curriculum frameworks.

During the 1997-98 school year, the committee continued to collect best practices in science. In addition, the committee revised the science curriculum for the school district to reflect best practices, the curriculum frameworks and learning centered classrooms. The committee will continue to strive for the development of competency based science programs which will exceed educational reform recommendations.

Technology Education Curriculum Team

Donald Padgett, Chair

Technology Education as defined by the Massachusetts Educational Reform Act of 1993: "...is an organized educational program...K-12...instructing all students how to use and apply technology through critical and creative thinking and problem solving...in the areas of communication, construction, manufacturing, power/energy/transportation..." The Technology Education Curriculum Team concentrated efforts at the elementary level to promote understanding and activity where no current separate technology programs exist. Assessment and identification of best practices were sought by members, written by teachers, collected and compared by members. Examples were provided from every grade and from every school in the three districts. The first ever in the state elementary level "Technology Education Fair" was held at the Lincoln Street School.

After extensive meetings, and under the leadership of the Assistant Superintendent of Schools Mr. Fernandes, math, science, and technology education teams published "Adventures in Curriculum - Best Practices, Math, Science, and Technology Education". This provided all teachers with examples of lessons that both mirror the state frameworks and the district's strategic plan using interdisciplinary approaches. Members made presentations before the three school committees.

Social Studies Curriculum Team

Tony Lea, Farhana Zia, Co-Chairs

During 1997, the Committee met several times to review and submit written responses to the Department of Education on the various drafts of the Social Studies Curriculum Frameworks. Upon receipt of the approved History and Social Science Curriculum Frameworks this December, the committee met to develop an implementation plan for the 1997-98 and 1998-99 school years.

The Social Studies Committee identified its immediate goals which included:

- examine the content and assessment implications of the latest document by coordinating with Department of Education consultants during a January 13, 1998, half day professional workshop,
- develop a K-12 scope and sequence content outline specific for each grade level, identify those resources for teachers to assist them in incorporating the key concepts, habits of mind, and guiding principles as outlined in the Common Chapters and Social Studies Frameworks,
- devise a schedule for distributing information to teachers and for crafting a "Best Practices" handbook for the social sciences.

For the balance of this year, the Social Studies Committee decided that K-4, 5-8, and 9-12 sub-committees would work independently to accomplish these aims. Later this year, the whole Committee will reconvene to consolidate subcommittee findings and submit a professional development proposal to the Assistant Superintendent for the 1998-99 school year.

English Language Arts Curriculum Team

Nancy Dooley, Chair

The Massachusetts English Language Arts Curriculum Framework was approved by the Board of Education in January, 1997. These statewide guidelines emphasize that the goal of an English Language Arts Curriculum is to teach learners how to reason and use language purposefully as they comprehend, construct, and convey meaning.

An essential task of our committee was to ensure that our district's curriculum would conform with the Learning Standards designated in the Language, Literature, Composition, and Media Strands of the Framework. In the process we elicited Best Practice Lessons from individual teachers throughout the district.

Presently, we are engaged in developing a K-12 document that will incorporate all of the Learning Standards of the Framework. This will provide our district with a curriculum guide that embraces a Balanced Literacy approach to the teaching of English Language Arts. This document will include a strong component of rich literature and skill development.

World Language Curriculum Team

Maxine Bellew, Chair

After consulting with the Superintendent of Schools, the World Language Curriculum Team, with the input of the kindergarten teachers, reviewed and considered the concept of developing a comprehensive World Language program in the elementary schools. The World Language Curriculum Team recommended that the school districts develop a comprehensive Spanish and French program starting with kindergarten.

To further understand the implication of developing a comprehensive elementary World Language program, the committee reviewed specific classroom topics, materials, and methodology as well as inviting world language teachers from various school districts.

The Study Team is waiting for the Massachusetts Board of Education to approve the latest draft of the World Language Curriculum Frameworks and to hear if there has been any change in the trial and graduation test dates. The Superintendent and Assistant Superintendent of the Northborough-Southborough Schools are now considering the budgetary and scheduling repercussions of the Study Team's recommendations.

Health Study Team

Jean Fedak, Chair

The Health Study Team includes faculty members from each school, as well as parent representatives. In past years, this committee's task has been to review all components of the current K-12 Health, Physical Education, and Family and Consumer Sciences curricula, to assess the interdisciplinary connections of the three disciplines, and to insure that the school districts' guidelines for diversity are incorporated into the K-12 Comprehensive Health curriculum. The Study Team continues to examine all elements of our health curriculum in order to fully implement every aspect of the Health Frameworks and promote the goals of the Common Chapters. During the 1996-97 school year, the study team concentrated on gathering from our faculty their best practices for teaching health education. Documenting and rewarding best practices is a major focus for the committee during the 1997-98 school year. The continuing responsibility of the Health Study Team is to reorganize our Comprehensive Health curriculum so that it supports the eight Guiding Principles of Learning found in the Common Chapters, and that it embodies the Core Values of our school system.

The Arts Curriculum Team

Emilee J. Blanchet, Chair

This year the Arts Study Team began to align classroom lessons and performance skills with specific learning strands and standards in the Arts Curriculum Framework as developed by the Department of Education. Lessons were developed to reflect the District's Goals, School Vision Plans, and the Common Chapters.

In the fall of 1997, music and art teachers, grades K-12, in Northborough and Southborough met to design and determine "best practices". The Arts Study Team will be responsible for developing and collecting these lessons which meet the criteria of each learning strand and learning standard, grade K-12. Scope and sequence skills will also be included. In this way, we will be able to articulate what it is we want our students to know and be able to do, as recommended by the State Frameworks which will describe recommended teaching strategies, assessment, and curriculum content. Examples of best practices will also be included.

Instructional Technology Committee

Gail Jenks, Chair

During the 1996-97 school year the Northborough - Southborough Instructional Technology Committee revisited the Five-Year Technology Plan which was approved by the State in June of 1996. Due to the rapid growth in the computer industry, it was evident that we needed to make adjustments to our original recommendations. As a result of our presentation to the school committees in June and their suggestions, we continued our work in the fall and appeared before the combined school committees in October 1997, with more modifications including increasing the number of computers in classrooms and in the labs.

As a result of having a state approved plan, Northborough, Southborough, and Algonquin received monies through the Educational Technology Bond Bill to use toward networking expenses and hardware purchases.

In addition, new computers, peripherals, and software were purchased through the Capital Budget warrant articles approved at the annual Town Meetings. Although placement varies from building to building, these computers are primarily being housed in classrooms where they are being used to enhance and enrich the curriculum.

Professional development focusing on the use of computers and related technology has been a strong commitment by the administration. Each professional development day has included many workshops concentrating on using computers in a technical sense, as well as strategies for expanding the educational experiences of our children.

It is the intent of the Instructional Technology Committee to continually evaluate our equipment status, assess how we are using technology, and investigate ways to improve and expand our methods.

Grants

As a result of receiving grant monies from the state and federal levels, many initiatives will occur in our district. For instance, Eisenhower and Title VI grant monies will be used to purchase technology software designed to assist teachers in providing an array of learning experiences to better prepare students for the Massachusetts Comprehensive Assessment System (MCAS) standardized test. Through the "Access to the Curriculum" grant, teachers in our district will receive training in Differentiated Instruction strategies and the Responsive Classroom training. Both initiatives will afford our staff the opportunity to expand their repertoire of teaching strategies to address various learning styles. The Goals 2000 grant allowed our teachers to participate in an array of summer workshops.

E.C.I.A. Title IV

Under the terms of the Education Consolidation and Improvement Act (E.C.I.A.) Title IV, the Southborough Public School System applied for and was awarded a grant in the amount of \$3,260.00.

Through the recommendation of the Superintendent of Schools, these grant monies will be used to support, through the allocation of software, hardware, and staff training improvements in technology. Specific software material was purchased to assist teachers align teaching and learning to the Massachusetts State Frameworks and the Massachusetts Comprehensive Assessment System (M.C.A.S.) standardized test.

Dwight D. Eisenhower, Title II

Under the terms of the Dwight D. Eisenhower Title II program, the Southborough Public School System applied for and was awarded a grant in the amount of \$3,207.00.

Through the recommendation of the Superintendent of Schools, these grant monies were used to purchase software and provide staff training to support our technology plan. Specific software material was purchased to assist teachers align teaching and learning to the Massachusetts State Frameworks and the Massachusetts Comprehensive Assessment System (M.C.A.S.) standardized test. Emphasis will be placed in the Science/Technology area. The training will enhance teaching and learning in the area of science.

Access to the Curriculum

The Southborough Public Schools will receive funding to support staff training in Differentiated Instruction strategies. The training will afford both regular and special education teachers the opportunity to enhance their teaching methods to address various learning styles. Total grant funding is \$17,000.00 for the Northborough, Southborough and Northborough-Southborough Regional School Districts.

Goals 2000

Funding from the Goals 2000 grant supported the efforts of "Curriculum Study Teams." The study teams analyzed the district's curriculum in relation to the "Curriculum Frameworks" determined and identified exemplary instructional practices; started the process of identifying alternative assessments; and provided faculty workshops on alternative assessment models and the curriculum frameworks. Total grant funding is \$5,733.00 for the Northborough and Southborough Public Schools.

Health Protection Grant

The Southborough Public Schools continue to receive a state funded grant entitled "The Health Protection Grant". This grant supports the position of a part-time Health Coordinator, a school adjustment counselor, an intervention tutor and a part-time school psychologist. This grant has also supported teacher training for the responsive classroom. The Southborough School District currently has a comprehensive health curriculum program. The development of the Health Curriculum has been subsidized in a large part by this Health Protection Grant. Total grant funding is \$83,871.00 for the Northborough, Southborough and Northborough-Southborough Regional School Districts.

The Early Childhood Grant

The Early Childhood Grant currently supports an integrated pre-school program located at the Proctor School in Northborough. This program allows six children with special needs to receive high quality pre-school education along with typically developing peers. This program is in its second year and is truly an exciting program. Children with significant handicaps are getting that much needed early education that will help them to succeed in the future.

This program is run by Diane Dunham who is the classroom teacher and Early Childhood Coordinator. The total funding for this grant is \$31,063.00 for the Northborough and Southborough Public Schools.

SOUTHBOROUGH PUBLIC SCHOOLS

Enrollment by Grades

October 1, 1997

School	K	1	2	3	4	5	6	7	8	Total
Finn	145	160								305
Neary			154	151	140	141				586
Woodward							115	100	118	333
Total	145	160	154	151	140	141	115	100	118	1224

Projected Enrollment By Grades
as of December 5, 1997

1998-99

School	K	1	2	3	4	5	6	7	8	Total
Finn (at Woodward)	160	160	162							482
Neary				151	152	140				443
Trottier							142	116	99	357
Total	160	160	162	151	152	140	142	116	99	1282

**FACULTY OF SOUTHBOROUGH PUBLIC SCHOOLS
1997-98**

MARY E. FINN SCHOOL

Principal

Mary A. Ryan, B.S., M.Ed., Worcester S.C.

Kindergarten

Nancy E. Bauman, Co-Team Leader, B.A., Regis College

Heather A. Devine, Co-Team Leader, B.S.Ed., Syracuse Univ.; M.Ed., Fitchburg S.C.

Rachele Costa, B.S., Cornell Univ.; M.S., Wheelock College

Maureen E. Silver, B.A., M.A.T., Tufts Univ.

Grade 1

Marjorie R. Mitchell, Team Leader, B.A.Ed., Whittier College;

M.S.Ed., Wheelock College

Jodi Geller, B.A., M.A., Tufts Univ.

Barbara H. McMahon, B.A., Clemson Univ.

Sara T. Miller, B.S.Ed., Wheelock College

Kimberly F. Nanigian, B.S.Ed., Univ. of Edinboro, PA

Lorraine Q. Robinson, B.S.Ed., Framingham S.C. (LOA)

Mary Jane Sparrow, B.A., U. Mass.

Monica Steinberg, B.S.Ed., City College of City U. of NY;

M.S.Ed., Queens College

MARGARET A. NEARY SCHOOL

Principal

Stephen L. Billhardt, B.A., Dickinson College; M.Ed., Lesley College;

C.A.S., Harvard Graduate School of Education

Administrative Assistance

Abigail Miller, B.A., Middlebury College; M.A., State Univ. of NY

Grade 2

Mary Jo Fisher, Co-Team Leader, B.S., State Univ. of N.Y.; M.Ed., St. Michael's College

Elizabeth Kennedy, Co-Team Leader, B.S., U. Mass./Amherst

Kelli Austin, B.A., M.A. Univ. of Conn.

Margaret J. Daly, B.S. Ed., Bridgewater S.C.; M.Ed., Framingham S.C.

Elna Headberg, B.S.Ed., Framingham S.C.; M.Ed., Worcester S.C.

Ruth A. Kuniholm, B.S.Ed., Fitchburg S.C.; M.Ed., Lesley College

Marie A. Majeski, A.B. Anna Maria College; M.Ed., Worcester S.C.

Grade 3

Rosalie Vendetti, Team Leader, B.S., William Patterson College; M.Ed., Framingham S.C.
Kathleen Denning-Lord, B.A., St. Joseph's College; M.Ed., Boston College
Mary E. Hester, B.S., Boston College; M.Ed., Boston College
Karen Hierman, B.S., North Adams S.C.; M.Ed., Framingham S.C.
Susan Murphy, B.A., Mount Holyoke College; M.Ed., Boston Univ.
Miriam Soldo, B.S., North Adams S.C.

Grade 4

Katharine Howard, Team Leader, B.A., Anna Maria College; M.Ed., Worcester S.C.
Diane Buffone, B.S., Worcester S.C.; M.Ed., Worcester S.C.
Amy K. Kelly, B.A., Hobart/William Smith College; M.Ed., Boston College
Marie Quinn, B.S.Ed., Bridgewater S.C.
Mary Ellen Shields, A.S., Quinsigamond C.C.; B.S., Fitchburg S.C.;
M.Ed., Framingham S.C.
Kristin Theve, B.S., Springfield College; M.Ed., Worcester S.C.

Grade 5

Cecilia Lynch, Team Leader, B.A., Anna Maria College; M.Ed., Worcester S.C.
Karen W. Amodeo, B.S., State Univ. of NY at Oswego College; M.S., Wheelock
College (LOA)
Joyce Burzillo, B.S.Ed., M.Ed., Framingham S.C.
Sheila Finnegan, B.A., M.Ed., Bridgewater S.C.
Charles Gobron, A.B., Holy Cross; M.Ed., Framingham S.C.
Daniel Shea, A.A., Worcester Jr. College; B.S. Ed., Bridgewater S.C.
Kathryn Wilson, B.A., Providence College

A. S. WOODWARD MIDDLE SCHOOL**Principal**

P. Brent Trottier, B.S.Ed., Worcester S.C.; M.Ed., Fitchburg S.C.

Grade 6

Patricia Cohen, Co-Team Leader, B.A., Team Leader, Regis College
Richard Gablaski, Co-Team Leader, B.S.Ed., M.S., Worcester S.C.
Michael Delman, A.B., Brown Univ.; M.Ed., Lesley College
Eve R. Heyman, B.S., Allegheny College; M.S., Univ. of Bridgeport
Marylea Sullivan, B.A., U. Mass.; M.Ed., Worcester S.C.

Grade 7

Gail Dufault, Team Leader, B.A., M.Ed., Worcester S.C.
James Burke, B.A., American International College; M.Ed., Framingham S.C.
Kathleen Haley, B.S., Univ. of NH
Peter Langelier, B.S.Ed., M.Ed., Worcester S.C.
Stephen Wamback, B.S., M.Ed., Worcester S.C.

Grade 8

Steven Brady, B.A., Assumption College
Susan B. Farese, Team Leader, B.A., Boston College; M.Ed., Cambridge College
Elizabeth Henry-Veeneman, B.A., M.A.T., Univ. of Pittsburgh
Lawrence Hockstad, A.B., M.A.T., Harvard Univ.
David Smith, B.S., Keene S.C.; M.Ed., Worcester S.C.
Tracy L. Wood, B.A., Univ. of Rochester, NY

Family and Consumer Science

Jean Ivers, B.S., M.Ed., Framingham S.C.

French/Spanish

Margaret Marinelli, B.A., Boston College
Jane E. O'Toole, B.A., College of Wooster, OH; M.Ed., Univ. of Arizona

Health and Physical Education

William O'Connor, B.S.Ed., Northeastern Univ.;
M.Ed., Boston State Teachers College

Industrial Arts

Douglas Somerville, B.S., M.Ed., Bridgewater S.C.

Study Skills

Thera F. Robbins, B.A., Ohio Univ.

SPECIAL EDUCATION AND PUPIL SERVICES**School Psychologist/Counselor**

Patrice McGourty, B.S., Northeastern Univ.; M.Ed., Rivier College;
C.A.G.S., Assumption College

Special Needs Resource Teachers

Mary Insani, B.S.Ed., M.Ed., M.Ed. Admin., Framingham S.C.
J. Barr Kenny, B.F.A., Mass. College of Art; M.S., Wheelock College
Karyn B. Stodulski, B.S., Fitchburg S.C.
Catherine Webb, B.S., Univ. of Vermont

Remedial Reading

Patricia Pastner, B.A., Anna Maria College; M.Ed., Worcester S.C.
Jennifer R. Shields, B.S., North Adams S.C.; M.Ed., Framingham S.C.

Language Arts Tutor

Betsy Joseph, B.A., Tufts Univ.; M.Ed. Framingham S.C.

Special Needs Tutors

Kimberly Anderson, B.S., Springfield College
Frances Caddigan, B.S.Ed., Boston College
Joanne Gignac, B.A., Trinity College

Speech Pathologists

Wendy Morrison, B.S., U. Mass.; M.S., Univ. of Wisconsin
Phyllis Trincia, B.F.A., M.A., Ohio Univ.

Adaptive Physical Education

Robert Lucas, B.S.Ed., Univ. of Maine (Orono) (P.L. 94-142)

School Nurses

Carolann R. Kane, R.N., Catherine Laboure School of Nursing, Certified
Frances Carrigan, R.N., St. Vincent's Hospital, Certified

School Physician

Dr. Maria Frangione

TEACHING SPECIALISTS**Art**

Martha K. Bachman, B.F.A., Alfred Univ.;
Art Ed. Teaching Cert., Edinboro Univ.
Joyce Caras, B.F.A., U. Mass., Lowell
Marsha Gleason, B.A., Westfield S.C.

Finn/Woodward

Finn/Neary
Neary

Computer

Patricia Lally, B.A.Ed., U. Mass., Amherst; M.Ed., Worcester S.C.
Gail Jenks, B.S.Ed., Bridgewater S.C.; M.Ed., Framingham S.C.

Neary
Finn/Woodward

Library/Media

Leslie Duffy, B.A., U. Mass.; M.S., Simmons College
Laurie Woodfin, Team Leader, B.A., Colby College;
M.S., Simmons College

Woodward

Neary

Guidance

Barbara Cowles, A.B., M.A., Univ. of Michigan
Tanya Marderosian, B.S., M.A., Framingham S.C.
Elizabeth Sobol, B.S., Boston Univ.; M.A., Univ. of Maryland

Woodward
Finn
Neary

Music

Frances Alibrio-Curran, B.S., Univ. of Conn.;
M.M., Univ. of Lowell
Carolyn M. Alzapiedi, B.M., Anna Maria College
Ann M. Chetwynd, B.M., U. Mass., Lowell
Stephen Curtis, B.A., Berklee College of Music;
M.M., U. Mass., Lowell
Kristen Grillo, B.M.E., Univ. of Southern Maine
Sherryl Stonebraker, B.M.Ed., U. Mass.

Neary/Woodward
Woodward
Finn/Neary
Neary/Woodward
Neary
Woodward

Physical Education

Ann-Marie Angus, B.Ed., Dunfermline College (Scotland)	Neary
Raymond LaChance, B.S., Springfield College	Neary
Brenda Lutfy, B.S., M.S., Bridgewater S.C.	Neary
John Cochran, B.A., Univ. of Alaska	Finn

SUPPORTIVE PERSONNEL**Library Aides**

Leslie Duffy, B.A., U. Mass.; M.S., Simmons College	Woodward
Jan R. Forsythe, A.B., Wellesley College	Finn

Special Needs Aides

Pamela Banks, B.S., Framingham S.C.	Proctor Pre-School
Nancy Boynton, B.A., State Univ. College at Potsdam, NY	Woodward
Chantel DeSimone, B.S., Univ. of Maine	Finn
Margery Lubanko, B.S., U. Hartford; M.A., California S.U., Northridge	Neary
Linda Moran, B.A., Merrimack College	Neary
Sue Ellen Renfrew, B.A., Earlham College	Woodward
Elizabeth Schmohl, B.S., Bridgewater S.C.	Neary
Barbara L. Wicklman, B.S., Gordon College	Woodward/Neary

Secretaries

Cynthia Carlson	Woodward
Deborah Geever	Finn
Barbara Gordon	Neary
Monica Kennedy	Special Needs Neary

Clerical Aides

Robin Mason	Finn
Sara Hamill	Neary
Patricia Stroup	Woodward

CUSTODIAL PERSONNEL

Michael Castell, Head Custodian	Neary
Daniel Morrison, Head Custodian	Woodward
Brian Sullivan, Head Custodian	Finn
Lawrence Bellofatto	Woodward
Scot Dunnet	Finn/Woodward
Paul Flynn	Neary
Leonard Needels	Neary

CAFETERIA PERSONNEL

Theresa Locke, Supervisor of Cafeterias
Denise McShera, Manager
Norene Cooley
Nancy Hart
Susan Hillcoat
Joyce Kutzko
Hazel McCarthy
Julie Meserve
Gina Pensalfini
V. Kathleen Riga

Neary
Neary
Neary
Neary
Woodward
Neary
Woodward
Finn

**TOWN OF SOUTHBOROUGH
SCHOOL FINANCIAL STATEMENT
FOR THE 1997 FISCAL YEAR - JULY 1, 1996 THROUGH JUNE 30, 1997**

APPROPRIATION:

Regular Education	\$4,654,028	
Special Education	\$1,020,544	
Total Appropriation		<u>\$5,674,572</u>

EXPENDITURES:

REGULAR DAY PROGRAMS

ADMINISTRATION:

School Committee	\$17,393	
Superintendent's Office	\$74,291	
School Business Support Services	\$69,172	
Total Administration		\$160,855

INSTRUCTION:

Supervision	\$30,363	
Principals' Offices	\$282,349	
Teaching (includes Salaries, Workshops, Supplies & Field Trips)	\$3,180,777	
Professional Development	\$15,891	
Textbooks	\$28,181	
Library Services	\$104,227	
Audio-Visual Services	\$14,665	
Guidance Services	\$103,360	
Total Instruction		\$3,759,812

OTHER SCHOOL SERVICES:

Attendance Services	\$500	
Health Services	\$68,045	
Pupil Transportation	\$155,172	
Cafeteria Services	\$5,772	
Other Student Body Activities	\$10,662	
Total Other School Services		\$240,150

OPERATION OF PLANTS:

Custodial Services (Salaries & Supplies)	\$225,794	
Heating Buildings	\$34,862	
Electricity	\$64,971	
Telephones	\$20,251	
Gas	\$2,764	
Water	\$3,514	
	<hr/>	
Total Operation of Plants		\$352,156

MAINTENANCE:

Grounds	\$1,812	
Buildings	\$55,339	
Equipment	\$63,803	
Extraordinary Maintenance	\$0	
	<hr/>	
Total Maintenance		\$120,954

EARLY RETIREMENT LIABILITY **\$10,750**

TUITION, OTHER PUBLIC SCHOOLS

Vocational Education	<hr/>	\$9,350
----------------------	-------	----------------

TOTAL EXPENDITURES, REGULAR DAY PROGRAMS **\$4,654,028**

SPECIAL EDUCATION - CHAPTER 766

Supervision	\$40,543	
Teaching (Salaries & Supplies)	\$384,798	
Psychological Services	\$124,193	
Professional Development	\$1,487	
Health Services	\$69,797	
Transportation	\$4,259	
Telephone	\$502	
Equipment Maintenance	\$5,615	
New Equipment	\$0	
Programs - Other Schools in Massachusetts	\$212,107	
Payments to Collaboratives	\$177,243	
	<hr/>	

TOTAL EXPENDITURES, SPECIAL EDUCATION **\$1,020,544**

SCHOOL LUNCH ACCOUNT

INCOME:

Balance from FY96	\$283	
Total Receipts, FY97	\$133,591	
Appropriation	<u>\$5,772</u>	
Total Income		\$139,646

EXPENSES:

Total Expenditures		<u>\$139,646</u>
--------------------	--	------------------

BALANCE TO FY98		\$0
------------------------	--	------------

D. D. EISENHOWER GRANT

Expenditures	\$2,602	
Unexpended Balance	<u>\$0</u>	
Total Grant Received		\$2,602

CHAPTER II ESEA GRANT

Expenditures	\$2,554	
Unexpended Balance	<u>\$0</u>	
Total Grant Received		\$2,554

GIFTED AND TALENTED GRANT

Expenditures	\$6,925	
Unexpended Balance	<u>\$0</u>	
Total Grant Received		\$6,925

TECHNOLOGY NETWORKING BOND

Expenditures	\$16,788	
Unexpended Balance	<u>\$13,212</u>	
Total Grant Received		\$30,000

ANNUAL TOWN WARRANT
of the
TOWN OF SOUTHBOROUGH
MASSACHUSETTS



For the Annual Town Meeting on

April 13, 1998

TABLE OF CONTENTS

	Page
Town Finance Terminology	1
Introduction to the Rules of Town Meeting	2
Warrant Article Requests.....	7
 Articles	
1. To Hear Reports	7
2. Purchase Real Property.....	7
3. Elective Officers Salaries	7
4. Acceptance of Monies From Contributors	7
5. Borrowing Authorization.....	7
6. Capital Budget Planning Committee Report	8
7. Budgets.....	8
Moderator	9
Advisory Committee.....	9
Board of Selectmen.....	9
Town Accountant.....	9
Assessors.....	10
Treasurer/Collector	10
Legal	11
Personnel Board.....	11
Administrative Support.....	11
Central Services/OPS Support	11
Town Clerk	12
Elections & Registration.....	13
Conservation Commission.....	13
Planning Board	13
Town Buildings & Grounds.....	14
Police	15
Fire.....	15
Building Department.....	16
Animal Inspector.....	16
Civil Defense	16
Animal Control Officer.....	17
Department of Public Works	18
Street Lights.....	20
Board of Health.....	21
Council on Aging.....	21
Veterans' Services	22
Youth Commission	22
Library	23
Recreation	23
Historical Commission.....	24
Insurance.....	25
Interest on Debt - General Fund.....	26
Interest on Debt - Water Fund	19
Debt Service - General Fund.....	26
Debt Service - Water Fund	20
Reserve Fund	26

TABLE OF CONTENTS (continued)

Budgets (cont.)

Southborough Schools	27
Algonquin Regional High	28
Assabet Valley Regional Vocational	32

Articles (cont.)

8. Surplus Revenue Account	34
9. Memorial Day Expense	34
10. Worcester County Retirement System	34
11. Maintenance (on going) of Town House	34
12. Maintenance (on going) of Fayville Village Hall	34
13. Marlborough Alcoholism Referral Center, fundig of	34
14. Maintenance of Town Roads	34
15. Chapter 90 Highway Improvements (DPW)	34
16. Purchase Public Works Equipment	34
17. Improvements to the Water Distribution System	34
18. Citizens' Petition to Install Water Mains on Parkerville Road	34
19. Police Cruisers Purchase	34
20. Hiring Consulting Engineers	34
21. Municipal Audit	35
22. MetroWest Planning Office Funding	35
23. Heritage Day Expense	35
24. Maintenance of Equipment	35
25. Casualty and Other Losses Not Covered By Insurance	35
26. Renew Revolving Fund for Part Time Inspectors	35
27. Hazardous Waste Day	35
28. Accept Boswell Lane as a Public Way	35
29. Stabilization Fund	35
30. Establish a Workers' Compensation Claim Reserve Fund	35
31. Fund a Workers' Compensation Claim Reserve Fund	35
32. Citizens' Petition for Formal Procedure for Town Owned Land	35
33. Traffic Improvements Related to the Crossing of Route 9 and School Zones	36
34. Repair and/or Replace Sidewalk on the South Side of Main Street	36
35. Engineering/construction of New Sidewalk on South Side of Main Street	36
36. FY99 Installment of Multiyear Technology Update in all Southborough Schools	36
37. FY99 Moving Expenses for Finn and Woodward Schools	36
38. FY99 Capital Equipment Projects at Neary Schools	36
39. Septic System Upgrade at Neary School	36
40. FY99 Capital Building Maintenance Projects at Neary School	36
41. Capital Repairs, Renovations, and/or Equipment at Algonquin Regional High School	36
42. Additional Funds to Complete the Trottier Middle School Construction Project	36
43. Engineering and Capital Costs for the Closure of the Parkerville Road Landfill	36
44. FY98 Funding Extraordinary Costs of the School's Special Education Program	37
45. Transfer of Parkerville Landfill to School Department	37
46. Transfer of 208 Parkerville Road to School Department	37
47. Transfer of 204 Parkerville Road to School Department	37
48. Purchase Paramedic Level Emergency Medical Equipment for the Ambulances	37
49. Purchase Self-contained Breathing Apparatus for the Fire Department	37
50. Purchase and Equip a New, Class I, Type I Ambulance	37
51. Purchase or Lease an Engineering Large Format Copier	37
52. Amend Zoning Code, Article III, Section 174-9 H. Multifamily Housing for the Elderly	37
53. Free Cash	37

TOWN FINANCE TERMINOLOGY

The following terms are frequently used in the Advisory Committee Report and at Town Meeting. For your convenience, we provide the following definitions.

Surplus Revenue: (Often referred to as "Excess and Deficiency")

The fund represents the amount by which the Cash, Accounts Receivable and other floating assets exceed the liabilities and reserves.

Available Funds: (Often referred to as "Free Cash")

The amount of the Unreserved Fund Balance (Surplus Revenue) account over and above uncollected taxes of prior years constitutes "free cash" or "available funds".

Overlay:

The Overlay is the amount raised by the Assessors in excess of appropriations and other charges for the purpose of creating a fund to cover abatements granted and avoiding fractions.

Overlay Reserve:

This is the accumulated amount of the Overlay for various years not used or required to be held in the specific Overlay account for a given year, and may be used by vote of the town for extraordinary or unforeseen purposes or voted into the Reserve Fund.

Stabilization Fund:

An outside section of Chapter 138 of the Acts of 1991 (the FY92 State budget) modifies limitations on the Stabilization Fund appropriation process by enabling communities to appropriate from this fund for any non-capital, lawful purpose without Emergency Finance Board approval (section 333). Beginning in FY92, the Stabilization Fund will thus become a source of revenue for general operating expenses for communities.

The Stabilization Fund is a mechanism for setting aside money for capital projects. It equalizes the effect of capital expenditures over time, as capital appropriations can change considerably from year to year. The balance in the fund will build up during years when expenditures for capital items are low. During years with high capital expenditures, the community will transfer money from the fund to reduce the project's impact on the tax rate or the amount of borrowing required for the project.

A community may appropriate up to 10% of its tax levy each year, as long as the balance in the Stabilization Fund does not exceed 10% of the community's equalized valuation. Interest earned on any fund balance is retained as part of the fund.

Appropriations into a Stabilization Fund can be made at either an annual or special town or district meeting. Chapter 94 of the Acts of 1985 permits appropriations to be made from a Stabilization fund at a special town or district meeting, not just at the annual meeting. Regardless of the timing, appropriations from the Stabilization Fund require a two-thirds vote by the appropriating authority. Until the FY92 state budget, a community could only appropriate from the Stabilization Fund for a none-capital purpose with the approval of the Emergency Finance Board,

Reserve Fund:

This fund is established by the voters at the Annual Town Meeting only and may be composed of (a) an appropriation (not exceeding 5% of the tax levy of the preceding year), (b) money transferred from Overlay Reserve, or (c) both.

Transfers from the Reserve fund may be made only by the Advisory Committee and are for "extraordinary or unforeseen expenditures" only.

Conservation Fund:

For land purchases and any other conservation use.

INTRODUCTION TO THE RULES OF TOWN MEETING

TOWN MEETING

Southborough's Town Meeting is an open town meeting in which all registered voters may participate in the voting. The Meeting is a deliberative assembly, conducted in the democratic process, charged with considering a maximum number of questions of varying complexity in a minimum amount of time and with full regard to the rights of the majority, strong minority, individuals, absentees and all of these together.

AUTHORITY

The three elements of authority at Town Meeting are a quorum of one hundred fifty (150) registered voters or more, the Town Clerk and the Moderator. Of these three the quorum is the most important.

The Town Clerk is responsible for voter registration, certification of a quorum, setting up the hall and keeping the record of the Meeting. He may also officiate at the Meeting in the absence of a Moderator.

The Moderator presides at and regulates the proceedings, decides all questions of order, and makes declarations of all votes. No one may speak on an issue without being recognized by the Moderator. It is his responsibility to approve the distribution of materials, and persons wishing to do so must seek his permission. The Moderator appoints Tellers and alternates for the purpose of counting votes of the meeting.

THE WARRANT

All matters to be considered at Town Meeting must be published in the Town Meeting Warrant, which is the responsibility of the Board of Selectmen. By state law, Town By-Law, or custom several business articles such as budget appropriations must be presented in the Town Warrant each year for consideration. Other items are added by warrant articles proposed by town officials, committees, boards, or groups of ten or more registered voters. The Advisory Committee reviews the warrant, making recommendations on all the items of business to be presented. In accordance with the by-laws, all articles in the Warrant are considered in the order in which they appear in the Warrant, unless the town Meeting votes to change the order.

PARTICIPATION

Anyone wanting to ask questions, make a statement, or otherwise participate in the meeting must go to one of the floor microphones and wait to be recognized by the Moderator. Upon recognition by the Moderator, state your name and address and then state your business.

Anyone whose name is not on the list of registered voters requires the approval of either the Moderator or a majority of the Meeting to sit in the voting area.

All remarks should be limited to the subject then under discussion. It is improper to indulge in references to personalities and all expressions of approval or disapproval, such as applause or booing, are out of order. The Moderator may request any person to keep silent. If after warning from the Moderator, a person refuses to be silent or persists in other disorderly behavior, the Moderator may order a person to withdraw and if he fails to withdraw, may order a police officer to remove such person from the Meeting.

Individuals who have a personal or financial interest with respect to a matter may speak or vote thereon but should frankly disclose their interest. However, no Town Meeting voter should accept compensation for speaking to or voting at the Meeting without disclosing that fact.

There is no fixed time limit to the debate of any question. However, each individual who speaks to the Meeting should make an effort to be as brief as possible, out of consideration for the others attending the Meeting and the need to give adequate time to all matters coming before it.

Introduction to the Rules of Town Meeting (cont.)

Anyone who wishes to make a special presentation with respect to any article must, prior to the Meeting, inform the Moderator of the length of time required and the nature of the presentation in seeking his approval.

In order to give all a fair opportunity to speak, no one who has addressed the Meeting on any particular motion shall speak again, except to answer questions, until all others wishing to speak to the motion have done so.

HOW ARE MOTIONS CLASSIFIED?

Main Motions

Motions of this group have for their object the bringing of questions, or propositions, before the Meeting for consideration. Only one main motion can be considered at a given time by the Meeting, and such a motion, when introduced, excludes all other main motions until it has been disposed of.

Subsidiary Motions

Motions of this group have for their object the modification or disposition of the main motion that is being considered. Their existence as motions depends entirely upon the principal motion to which they are subordinate. Since they relate to the question before the Meeting, it is "in order" to propose them when a main motion is still before the Meeting and to vote upon them before voting upon the main motion.

Privileged Motions

Motions of this group have no connection whatsoever with the main motion before the Meeting, but are motions of such importance that they are entitled to immediate consideration. These motions have the privilege of setting aside temporarily the main business before the Meeting.

Incidental Motions

Motions of this group have few characteristics in common, but for convenience have been grouped into one class. The name, "incidental," has been chosen because they arise only incidentally out of the business of the Meeting.

RULES RELATIVE TO MOTIONS

A motion is the means of bringing a proposal or question before the Meeting for consideration. When put forward it is a motion; after it is seconded and acknowledged by the Moderator, it becomes the question or proposal; and if it is approved by the Meeting, it becomes a resolution. Except for complimentary resolutions, no motion shall be entertained unless the subject is contained within a warrant article. the Moderator shall determine whether a motion is within the "scope of the article," that is, whether the warrant gives adequate notice that the action proposed by the motion might be taken at the Meeting. Articles only give notice and do not initiate action; motions do. Motions may be withdrawn; articles may not be.

There are four types of amendments: Striking out, inserting, striking out and inserting, and substitution. Motions to amend may be hostile as long as they are germane. An amendment to a motion is an amendment of the first rank; an amendment is an amendment of the second rank; there can be no amendment beyond that of the second rank.

Some motions avoid a final determination by the Meeting. A motion to commit or to refer sends the matter to an existing board or committee or one to be established. The motion to postpone indefinitely disposes of the question without bringing it to a direct vote. The motion to postpone indefinitely should not be confused with the motion to table which only temporarily delays a vote.

As previously stated, articles may not be withdrawn; so when the Meeting does not wish to act on a particular article, the proper motion is to postpone consideration indefinitely.

Motions to reconsider any action shall be entertained only if in the view of the Moderator there is reason to suppose that voters may have changed their minds. the Moderator may rule that any motion is a motion of reconsideration if it is not substantially different from a motion previously voted upon. Actions to reconsider can be taken at the same session or the next subsequent session of the Meeting only, unless notice of reconsideration has been given.

Introduction to the Rules of Town Meeting (cont.)

All motions other than purely procedural motions must be in writing and signed by the sponsor.

CHART OF PRECEDENCE OF MOTIONS AND SUMMARY OF GOVERNING RULES

	May interrupt a speaker	Reg. a sec.	<u>Debatable</u>	<u>Vote Required</u>	<u>Motions that may apply</u>
<u>PRIVILEGE MOTIONS</u>					
1. To dissolve	no	yes	no	majority	none
2. To adjourn	no	yes	limited	majority	amend
3. Point of no quorum	no	no	no	none	none
4. Recess	no	yes	limited	majority	amend
5. Question of privilege	yes	no	no	chair rules	none
6. Orders of the day	yes	no	no	none	none
<u>SUBSIDIARY MOTIONS</u>					
7. To lay on the table	no	yes	no	2/3	none
8. Previous question	no	yes	no	2/3	none
9. To postpone definitely	no	yes	limited	majority	amend, reconsider previous question
10. To refer to a committee	no	yes	limited	majority	amend, reconsider previous question
11. To amend	no	yes	yes	majority	amend, reconsider previous question
12. To postpone indefinitely	no	yes	yes	majority	reconsider previous question
<u>MAIN MOTIONS</u>					
Main Motions	no	yes	yes	majority*	all
To take from the table	no	yes	no	majority	none
To reconsider	no	yes	yes	2/3	table previous question postpone definitely
To rescind	no	yes	yes	2/3	all
To amend after passage	no	yes	yes	2/3	all
Consideration of Articles					
a) To advance	no	yes	yes	majority	reconsider previous question
b) To postpone definitely	no	yes	yes	majority	amend, reconsider previous question
c) To postpone indefinitely	no	yes	yes	majority	reconsider previous question
<u>INCIDENTAL MOTIONS</u>					
To suspend rules	no	yes	no	2/3	none
To withdraw a motion	no	no	no	majority	reconsider
Point of order	yes	no	no	chair rules	none
Parliamentary inquiry	no	no	no	none	none
Point of information	no	no	no	none	none
Division of the assembly	no	no	no	none	none
Division of a question	no	yes	no	majority	none
Separate consideration	no	yes	no	majority	none

*The vote required to pass an affirmative main motion is a matter of substantive law, and it is usually a majority.

Introduction to the Rules of Town Meeting (cont.)

FORM USED IN MAKING MOTIONS

1. Main Motion	Mr. Moderator, I move that...(statement of the proposal)
2. Adjourn	Mr. Moderator, I move to adjourn to...(state time)
3. Amend	Mr. Moderator, I move to amend by adding...
	Mr. Moderator, I move to amend by inserting...before...
	Mr. Moderator, I move to amend by striking out...
	Mr. Moderator, I move to amend by striking out...and inserting...
	Mr. Moderator, I move to substitute...for...
4. Amend an Amendment	Mr. Moderator, I move to amend the pending amendment by (see above)
5. Amend Something Previously Adopted	Mr. Moderator, I move to amend the resolution under Article...by...
6. Commit or Refer	Mr. Moderator, I move that the proposal be referred to a committee of...
7. Division of the Assembly	Mr. Moderator, I call for a division.
8. Division of a Question	Mr. Moderator, I move to divide the question.
9. Point of Information	Mr. Moderator, I rise to a point of information.
10. Lay on the Table	Mr. Moderator, I move that the proposal be laid on the table.
11. Orders of the Day	Mr. Moderator, I call for the orders of the day.
12. Point of Order	Mr. Moderator, point of order.
13. Parliamentary Inquiry	Mr. Moderator, I rise to a parliamentary inquiry.
14. Postpone definitely	Mr. Moderator, I move to postpone the question to...
15. Postpone Indefinitely	Mr. Moderator, I move that the question be postponed indefinitely.
16. Previous Question	Mr. Moderator, I move the previous question.
17. Question of Privilege	Mr. Moderator, I rise to a question of privilege.
18. Recess	Mr. Moderator, I move to recess for...
19. Reconsider	Mr. Moderator, I move to reconsider the vote on the resolution.
20. Reconsider	Mr. Moderator, I move to reconsider the vote on the resolution under Article...
	Mr. Moderator, I move to reconsider the vote on the amendment to...
21. Separate Consideration	Mr. Moderator, I move for consideration by paragraph.
22. Suspend the Rules	Mr. Moderator, I move to suspend the rules which interfere with...
23. Take from the Table	Mr. Moderator, I move to take from the table the motion relating to...

INTERRUPTING A SPEAKER

No one may interrupt a speaker except for a point of order, a question of privilege, a call for the orders of the day or to give notice of a motion to reconsider.

POINT OF ORDER

A point of order is a question of the Moderator about whether the speaker is entitled to be speaking, whether the discussion is irrelevant, illegal or contrary to proper procedure.

QUESTION OF PRIVILEGE

A question of privilege most often relates to the rights and privileges of those in attendance such as asking the Moderator to quiet the meeting so that discussion can be heard.

PARLIAMENTARY INQUIRY

A parliamentary inquiry is a question directed to the Moderator to obtain information on a matter of parliamentary law or the rules of the Meeting bearing on the business at hand. It is the Moderator's duty to answer such questions when it may assist a voter to make an appropriate motion, raise a proper point of order, or understand the parliamentary situation or the effect of a motion. The Moderator is not obliged to answer hypothetical questions.

Introduction to the Rules of Town Meeting (cont.)

POINT OF INFORMATION

A point of information is a request directed to the Moderator, or through the Moderator to another, for information relevant to the business at hand but not related to parliamentary procedure.

PREVIOUS QUESTION

To call or move the question is a request to stop discussion and to take an immediate vote.

VOTING

Voting is by voice vote, and the Moderator declares the results of such votes. If the vote so declared is immediately questioned and a division of the assembly is called for, the result shall be determined by counting the votes of the Meeting by means of a standing vote. After the votes of the Meeting have been so counted, any further motions for recount are out of order. The Moderator may disallow the request for a count if he believes the voice vote was beyond reasonable doubt, but he must take the count if so requested by seven or more voters.

If a law or by-law requires more than a simple majority for action by the Meeting, the Moderator may first determine whether the vote is unanimous. If the vote is not unanimous, the voters shall be counted by means of a standing vote.

ADJOURNMENT AND DISSOLUTION

Sessions of the Town Meeting normally adjourn at eleven o'clock in the evening but may adjourn at such earlier or later time as the Meeting upon vote of the majority may determine.

The Meeting shall not dissolve until all articles in the warrant have been properly considered.

TOWN WARRANT COMMONWEALTH OF MASSACHUSETTS

ANNUAL TOWN MEETING

Worcester, ss.

February 24, 1998

In the name of the Commonwealth of Massachusetts you are hereby directed to notify and warn the Inhabitants of the Town of Southborough qualified to vote in elections and Town affairs, to meet in the A. S. Woodward Memorial School, Cordaville Road, in said Southborough, on

Monday, April 13, 1998

at 7:00 p.m., then and there to take action on the following Articles:

THE ADVISORY COMMITTEE WILL MAKE RECOMMENDATIONS ON ALL THE FOLLOWING ARTICLES AT TOWN MEETING.

ARTICLE 1: To hear reports of the various Town Officers and Committees and to take such action thereon as the Town may vote. (Proposed by the Board of Selectmen)

ARTICLE 2: To see if the Town will authorize the borrowing of \$5,000,000 for the purpose of purchasing real property; provided that this appropriation and borrowing shall be contingent upon favorable Proposition 2½ debt exclusion vote at the town election, or do or act anything in relation thereto. (Proposed by the Board of Selectmen and the Open Space Preservation Commission)

[This article is intended to see if the Town is interested in authorizing a borrowing to purchase property to preserve open space. The article purposely says "real property" so that if a parcel contains buildings, the property can legally be purchased with this borrowing. Also, the article does not specify for open space in case a portion of a particular parcel may be suitable for a municipal or some other purpose as well as preserving open space. These issues will be specified when a parcel to be purchased with this borrowing is put before Town meeting for its approval. This article only authorizes the borrowing if a favorable vote is obtained at the election this May.]

ARTICLE 3: To see if the Town will vote to fix for the fiscal year beginning July 1, 1997 and ending June 30, 1998, the annual salary and compensation of elective officers of the Town as provided by Section 108 of Chapter 41 of the General Laws, as amended:

Moderator	50.00	Assessors (3)	1,500.00
Town Clerk	12,000.00	School Committees (10)	500.00
Selectmen (3)	3,000.00	Board of Health (3)	450.00

, or do or act anything in relation thereto. (Proposed by the Board of Selectmen)

ARTICLE 4: To see if the Town will vote to accept any sum of money from St. Mark's School, Fay School, Harvard Medical School New England Regional Primate Research Center, L'Abri Fellowship, The New England Center for Children, and any other contributor and deposit same amount in Estimated Receipts Account, and determine what disposition shall be made of the same, if accepted, or do or act anything in relation thereto. (Proposed by the Board of Selectmen)

ARTICLE 5: To see if the Town will vote to authorize the Town Treasurer, with the approval of the Selectmen, to borrow from time to time in anticipation of revenue of the financial year beginning July 1, 1998 in accordance with the provisions of General Laws, Chapter 44, and to issue a note or notes as may be given for a period of less than one year in accordance with General Laws, Chapter 44, Section 17, or do or act anything in relation thereto. (Proposed by the Board of Selectmen)

ARTICLE 6: To hear the report of the Capital Budget Planning Committee, or do or act anything in relation thereto. (Proposed by the Board of Selectmen)

ARTICLE 7: To see if the Town will vote to raise a sum of money not to exceed the sum of \$17,007,029 as may be necessary, for the Town's use, and make appropriations of the same; or do or act anything in relation thereto. (Proposed by the Board of Selectmen)

SEE BUDGETS ON THE FOLLOWING PAGES (Pages 9 through 33)

GENERAL GOVERNMENT

BUDGET NAME	FY 1996 ACTUAL	FY 1997 ACTUAL	FY 1998 BUDGET	FY 1999 REQUEST	SAL. ADM. PLAN INC.
-------------	-------------------	-------------------	-------------------	--------------------	------------------------

14 MODERATOR

700 Other Charges	0	42	50	50	50
MODERATOR TOTAL	0	42	50	50	50

119 ADVISORY COMMITTEE

700 Other Charges	135	135	135	135	135
ADVISORY COMMITTEE TOTAL	135	135	135	135	135

122 BOARD OF SELECTMEN

110 Salaries	153,055	165,162	171,850	160,838	160,838
100 Total Personal Services	153,055	165,162	171,850	160,838	160,838
304 Medical Exams	180	180	500	500	500
342 Legal Notices	1,513	1,093	1,200	1,200	1,200
200 Total Purchase of Services	1,693	1,273	1,700	1,700	1,700
710 Travel	1,000	1,000	1,000	1,000	1,000
730 Dues	1,966	2,376	2,315	2,315	2,315
732 Subscriptions	1,844	1,820	2,033	1,733	1,733
733 Conferences/Schooling	1,900	3,141	4,100	4,100	4,100
782 Miscellaneous	2	0	0	0	0
700 Other Charges and Expenses	6,712	8,337	9,448	9,148	9,148
BOARD OF SELECTMEN TOTAL	161,460	174,772	182,998	171,686	171,686

135 TOWN ACCOUNTANT

110 Salaries	63,436	68,197	71,071	71,998	71,998
100 Total Personal Services	63,436	68,197	71,071	71,998	71,998
342 Legal Notices	400	0	0	0	0
380 Misc. Contracted Services	0	1,232	0	0	0
200 Total Purchase of Services	400	1,232	0	0	0
420 Office Supplies	0	0	75	100	100
400 Total Supplies	0	0	75	100	100

BUDGET NAME	FY 1996 ACTUAL	FY 1997 ACTUAL	FY 1998 BUDGET	FY 1999 REQUEST	SAL. ADM. PLAN INC.
TOWN ACCOUNTANT (cont.)					
700 Other Charges	499	44	820	575	575
800 Capital Outlay	0	0	0	0	0
TOWN ACCOUNTANT TOTAL	64,335	69,473	71,966	72,673	72,673

141 ASSESSORS

110 Salaries	86,717	91,759	101,757	102,292	102,292
100 Total Personal Services	86,717	91,759	101,757	102,292	102,292
345 Advertising	0	0	100	0	0
380 Misc. Contracted Services	9,000	8,350	9,000	10,000	10,000
200 Total Purchase of Services	9,000	8,350	9,100	10,000	10,000
420 Office Supplies	770	580	700	700	700
581 Maps	2,613	1,974	2,500	2,500	2,500
582 Deeds & Plans	518	560	750	750	750
400 Total Supplies	3,901	3,114	3,950	3,950	3,950
700 Other Charges	2,448	5,437	5,200	6,700	6,700
800 Capital Outlay	244	0	0	0	0
ASSESSORS TOTAL	102,310	108,660	120,007	122,942	122,942

145 TREASURER/COLLECTOR

110 Salaries	121,016	127,582	135,565	138,004	138,004
100 Total Personal Services	121,016	127,582	135,565	138,004	138,004
253 Computer Services	0	1,448	2,500	2,500	2,500
382 Bank Service Charges	11,634	11,185	13,000	13,000	13,000
200 Total Purchase of Services	11,634	12,633	15,500	15,500	15,500
420 Office Supplies	7,179	8,377	6,700	5,150	5,150
400 Total Supplies	7,179	8,377	6,700	5,150	5,150
700 Other Charges	2,831	2,064	3,450	3,450	3,450
800 Capital Outlay	0	0	200	1,500	1,500
TREASURER/COLLECTOR TOTAL	142,660	150,656	161,415	163,604	163,604

BUDGET NAME	FY 1996 ACTUAL	FY 1997 ACTUAL	FY 1998 BUDGET	FY 1999 REQUEST	SAL. ADM. PLAN INC.
-------------	-------------------	-------------------	-------------------	--------------------	------------------------

151 LEGAL

308 Legal Services	52,796	60,000	50,000	75,000	75,000
200 Total Purchase of Services	52,796	60,000	50,000	75,000	75,000
LEGAL TOTAL	52,796	60,000	50,000	75,000	75,000

152 PERSONNEL BOARD

110 Salaries	659	0	1,402	1,402	1,402
100 Total Personal Services	659	0	1,402	1,402	1,402
344 Postage	0	0	25	25	25
380 Misc. Contracted Services	0	4,029	5,000	5,000	5,000
200 Total Purchase of Services	0	4,029	5,025	5,025	5,025
420 Office Supplies	0	64	50	50	50
400 Total Supplies	0	64	50	50	50
700 Other Charges	0	0	0	0	0
PERSONNEL BOARD TOTAL	659	4,093	6,477	6,477	6,477

158 ADMINISTRATIVE SUPPORT

110 Salaries	37,721	38,768	43,500	49,250	49,250
100 Total Personal Services	37,721	38,768	43,500	49,250	49,250
420 Office Supplies	825	0	250	250	250
400 Total Supplies	825	0	250	250	250
700 Other Charges	0	0	0	0	0
800 Capital Outlay	0	0	0	0	0
ADMINISTRATIVE SUPPORT TOTAL	38,546	38,768	43,750	49,500	49,500

159 CENTRAL SERV/OPS SUPPORT

110 Salaries	15,378	22,054	34,527	34,527	34,527
100 Total Personal Services	15,378	22,054	34,527	34,527	34,527
253 Computer Services	9,684	19,071	17,128	21,159	21,159
273 Postage Meter Rental	725	765	667	1,200	1,200
340 Printing	9,065	5,260	6,500	6,500	6,500

	FY 1996	FY 1997	FY 1998	FY 1999	SAL. ADM.
BUDGET NAME	ACTUAL	ACTUAL	BUDGET	REQUEST	PLAN INC.

CENTRAL SERV/OPS SUPP. (cont.)

341 Telephone	7,060	7,007	9,100	10,100	10,100
344 Postage	16,243	17,629	18,315	18,864	18,864
380 Misc. Contracted Services	52,854	56,527	72,253	10,800	10,800
200 Total Purchase of Services	95,631	106,259	123,963	68,623	68,623
420 Office Supplies	5,853	6,136	6,695	6,945	6,945
421 Storage of Microfilm	492	744	1,000	1,000	1,000
422 Photocopying Supplies	1,677	2,613	3,895	4,105	4,105
510 Books	12	94	200	200	200
584 Computer Supplies	3,530	4,883	6,200	6,550	6,550
599 Service Supplies	87	0	0	0	0
400 Total Supplies	11,651	14,470	17,990	18,800	18,800
733 Schooling	11,953	5,305	12,000	12,000	12,000
782 Miscellaneous	1,139	1,328	1,900	1,900	1,900
700 Total Other Charges & Expenses	13,092	6,633	13,900	13,900	13,900
850 New Equipment	0	737	5,300	0	0
854 Computer Equipment	0	27,558	9,235	17,605	17,605
800 Capital Outlay	0	28,295	14,535	17,605	17,605
CENTRAL SERV/OPS SUPPORT TOTAL	135,752	177,711	204,915	153,455	153,455

161 TOWN CLERK

110 Salaries	29,342	31,083	34,797	32,757	32,757
100 Total Personal Services	29,342	31,083	34,797	32,757	32,757
245 Equipment Repairs	0	0	50	50	50
346 Report of Vital Statistics	181	217	200	225	225
200 Total Purchase of Services	181	217	250	275	275
420 Office Supplies	324	350	350	400	400
421 Storage of Microfilm	0	50	75	75	75
583 Dog Licenses	274	366	500	500	500
400 Total Supplies	598	766	925	975	975
700 Other Charges	785	853	985	1,020	1,020
800 Capital Outlay	527	500	500	500	500
TOWN CLERK TOTAL	31,433	33,419	37,457	35,527	35,527

	FY 1996	FY 1997	FY 1998	FY 1999	SAL. ADM.
BUDGET NAME	ACTUAL	ACTUAL	BUDGET	REQUEST	PLAN INC.

162 ELECTIONS & REGISTRATION

110 Salaries	29,636	32,239	27,684	37,061	37,061
100 Total Personal Services	29,636	32,239	27,684	37,061	37,061
240 Equipment Repair	0	0	75	75	75
343 Street Listings	4,598	6,417	5,500	5,500	5,500
200 Total Purchase of Services	4,598	6,417	5,575	5,575	5,575
420 Office Supplies	2,640	2,487	1,500	2,500	2,500
580 Town Meeting Expenses	1,867	2,500	2,500	2,500	2,500
400 Total Supplies	4,507	4,987	4,000	5,000	5,000
700 Other Charges	1,234	1,421	1,156	1,850	1,850
800 Capital Outlay	0	500	500	500	500
ELECTIONS & REGISTRATION TOTAL	39,975	45,564	38,915	49,986	49,986

171 CONSERVATION COMMISSION

274 P O Box Rental	8	0	0	0	0
380 Misc. Contracted Services	41	0	0	0	0
200 Total Purchase of Services	49	0	0	0	0
420 Office Supplies	106	84	100	100	100
400 Total Supplies	106	84	100	100	100
700 Other Charges	453	891	925	2,425	2,425
800 Capital Outlay	0	0	0	0	0
CONSERVATION COMMISSION TOTAL	608	975	1,025	2,525	2,525

175 PLANNING BOARD

110 Salaries	51,654	54,425	56,920	57,020	57,020
100 Total Personal Services	51,654	54,425	56,920	57,020	57,020
340 Printing Services	0	468	600	900	900
342 Legal Notices	1,439	2,433	250	250	250
380 Misc. Contracted Services	688	0	0	0	0
200 Total Purchase of Services	2,127	2,901	850	1,150	1,150
420 Office Supplies	190	0	200	200	200
400 Total Supplies	190	0	200	200	200

BUDGET NAME	FY 1996 ACTUAL	FY 1997 ACTUAL	FY 1998 BUDGET	FY 1999 REQUEST	SAL. ADM. PLAN INC.
PLANNING BOARD (cont.)					
700 Other Charges	250	615	1,000	1,000	1,000
800 Capital Outlay	0	0	0	0	0
PLANNING BOARD TOTAL	54,221	57,941	58,970	59,370	59,370

192 TOWN BUILDINGS & GROUNDS

110 Salaries	0	0	0	14,115	14,115
100 Total Personal Services	0	0	0	14,115	14,115
210 Electricity	9,977	12,417	12,583	12,583	12,583
212 Heat	8,263	8,583	8,475	8,475	8,475
230 Water	261	245	600	3,600	3,600
244 Building Maintenance & Repair	21,709	14,667	7,616	12,722	12,722
247 Grounds Maintenance	9,671	12,635	15,000	15,000	15,000
380 Misc. Contracted Services	0	0	0	76,000	76,000
200 Total Purchase of Services	49,881	48,547	44,274	128,380	128,380
481 Gasoline	37,511	39,747	50,875	50,875	50,875
400 Total Supplies	37,511	39,747	50,875	50,875	50,875
782 Miscellaneous	0	110	0	0	0
700 Total Other Charges & Expenses	0	110	0	0	0
TOWN BUILDINGS & GROUNDS TOTAL	87,392	88,404	95,149	193,370	193,370

PUBLIC SAFETY

BUDGET NAME	FY 1996 ACTUAL	FY 1997 ACTUAL	FY 1998 BUDGET	FY 1999 REQUEST	SAL. ADM. PLAN INC.
-------------	-------------------	-------------------	-------------------	--------------------	------------------------

210 POLICE DEPARTMENT

110 Salaries	687,459	716,970	782,925	813,995	813,995
190 Employee Allowance	11,545	13,823	12,000	13,000	13,000
100 Total Personal Services	699,004	730,793	794,925	826,995	826,995
210 Electricity	4,952	4,674	5,000	5,000	5,000
211 Heat & Oil	3,079	4,037	4,000	4,000	4,000
230 Water	148	118	200	200	200
241 Vehicle Maintenance & Repair	3,821	3,361	4,000	4,000	4,000
242 Radio Repair	1,319	1,192	2,000	2,000	2,000
243 Service Equipment	1,472	3,926	5,800	9,800	9,800
244 Building Maintenance & Repair	14,245	10,303	5,000	5,000	5,000
304 Medical Exams	0	438	350	350	350
341 Telephone	3,847	4,397	5,300	7,700	7,700
342 Legal Notices	0	428	100	100	100
344 Postage	743	913	600	700	700
200 Total Purchase of Services	33,626	33,787	32,350	38,850	38,850
599 Service Supplies	4,151	4,198	4,000	4,000	4,000
400 Total Supplies	4,151	4,198	4,000	4,000	4,000
700 Other Charges	9,564	14,921	15,600	15,900	15,900
800 Capital Outlay	5,055	16,323	4,000	4,000	4,000
POLICE DEPARTMENT TOTAL	751,400	800,022	850,875	889,745	889,745

220 FIRE DEPARTMENT

110 Salaries	498,959	581,154	617,859	671,882	671,882
190 Employee Allowance	8,524	8,616	10,955	10,955	10,955
100 Total Personal Services	507,483	589,770	628,814	682,837	682,837
210 Electricity	7,704	7,514	7,500	7,400	7,400
211 Heat & Oil	3,183	2,905	2,880	3,000	3,000
230 Water	327	395	380	400	400
241 Vehicle Maintenance & Repair	10,471	8,394	10,300	10,300	10,300
243 Service Equipment	3,840	6,686	4,100	4,000	4,000
244 Building Maintenance & Repair	5,679	3,365	5,800	6,100	6,100
341 Telephone	3,472	3,622	4,500	4,100	4,100
380 Misc. Contracted Services	0	885	0	0	0
200 Total Purchase of Services	34,676	33,766	35,460	35,300	35,300

	FY 1996	FY 1997	FY 1998	FY 1999	SAL. ADM.
BUDGET NAME	ACTUAL	ACTUAL	BUDGET	REQUEST	PLAN INC.

FIRE DEPARTMENT (cont.)

420 Office Supplies	1,175	1,859	1,500	1,730	1,730
480 Grease & Oil	213	301	300	300	300
510 Books/A.V. Materials	0	1,559	1,885	1,950	1,950
599 Service Supplies	3,051	2,932	3,500	3,500	3,500
400 Total Supplies	4,439	6,651	7,185	7,480	7,480
700 Other Charges	6,191	8,078	6,920	7,400	7,400
800 Capital Outlay	9,778	10,808	9,000	9,500	9,500
FIRE DEPARTMENT TOTAL	562,567	649,073	687,379	742,517	742,517

241 BUILDING DEPARTMENT

110 Salaries	49,261	43,051	45,997	47,882	47,882
100 Total Personal Services	49,261	43,051	45,997	47,882	47,882
380 Misc. Contracted Services	3,569	554	300	0	0
200 Total Purchase of Services	3,569	554	300	0	0
420 Office Supplies	80	188	0	0	0
530 Building Supplies	0	160	475	525	525
400 Total Supplies	80	348	475	525	525
700 Other Charges	1,039	2,033	2,955	2,955	2,955
800 Capital Outlay	0	285	1,400	1,500	1,500
BUILDING DEPARTMENT TOTAL	53,949	46,271	51,127	52,862	52,862

247 ANIMAL INSPECTOR

110 Salaries	792	832	874	874	874
100 Total Personal Services	792	832	874	874	874
420 Office Supplies	0	0	10	10	10
400 Total Supplies	0	0	10	10	10
ANIMAL INSPECTOR TOTAL	792	832	884	884	884

291 CIVIL DEFENSE

110 Salaries	800	840	882	882	882
100 Total Personal Services	800	840	882	882	882

	FY 1996	FY 1997	FY 1998	FY 1999	SAL. ADM.
BUDGET NAME	ACTUAL	ACTUAL	BUDGET	REQUEST	PLAN INC.

CIVIL DEFENSE (cont.)

245 Equipment Repairs	285	290	200	200	200
341 Telephone	315	321	400	450	450
200 Total Purchase of Services	600	611	600	650	650
700 Other Charges	0	0	0	0	0
800 Capital Outlay	441	489	500	500	500
CIVIL DEFENSE TOTAL	1,841	1,940	1,982	2,032	2,032

292 ANIMAL CONTROL OFFICER

110 Salaries	26,172	28,048	29,431	29,431	29,431
100 Total Personal Services	26,172	28,048	29,431	29,431	29,431
270 Facility Rental	3,000	3,000	3,000	3,000	3,000
341 Telephone	0	0	25	25	25
383 Care & Destruction	90	120	100	100	100
200 Total Purchase of Services	3,090	3,120	3,125	3,125	3,125
420 Office Supplies	0	0	100	100	100
599 Service Supplies	0	19	0	0	0
400 Total Supplies	0	19	100	100	100
700 Other Charges	1,001	1,462	1,162	1,162	1,162
800 Capital Outlay	0	0	0	0	0
ANIMAL CONTROL OFFICER TOTAL	30,263	32,649	33,818	33,818	33,818

PUBLIC WORKS

BUDGET NAME	FY 1996 ACTUAL	FY 1997 ACTUAL	FY 1998 BUDGET	FY 1999 REQUEST	SAL. ADM. PLAN INC.
-------------	-------------------	-------------------	-------------------	--------------------	------------------------

420 DEPARTMENT OF PUBLIC WORKS

110 Salaries	650,398	669,177	735,786	750,850	750,850
190 Employee Allowance	6,319	6,955	13,900	13,900	13,900
100 Total Personal Services	656,717	676,132	749,686	764,750	764,750
210 Electricity	50,729	49,586	56,750	56,000	56,000
211 Heat	8,044	11,949	9,350	11,250	11,250
230 Water	685	547	800	850	850
244 Building Maintenance & Repair	7,238	11,055	11,500	11,500	11,500
245 Equipment Repairs	17,618	18,413	16,000	18,000	18,000
246 Traffic Signal Maintenance	143	3,003	1,000	1,000	1,000
250 Meter Repairs	0	165	1,000	1,000	1,000
251 Hydrant Repairs	6,689	4,571	3,000	3,000	3,000
271 Equipment Rental	676	1,098	1,000	1,000	1,000
293 Refuse Disposal	123,512	128,983	127,000	136,000	136,000
295 Service Connection	6,622	8,221	12,000	12,000	12,000
296 MDC Payment	168,006	143,171	190,000	200,000	200,000
297 Snow Removal - Contr.	40,536	11,096	20,000	24,000	24,000
305 Tree Experts	12,095	16,195	14,500	16,000	16,000
341 Telephone	6,770	7,056	7,000	10,000	10,000
342 Legal Notices	1,019	1,277	1,200	1,400	1,400
344 Postage	2,327	2,740	2,550	2,550	2,550
380 Miscellaneous Contracted Services	9,136	17,852	36,000	35,000	35,000
200 Total Purchase of Services	461,845	436,978	510,650	540,550	540,550
420 Office Supplies	3,829	5,224	3,500	3,500	3,500
490 Meals	1,675	767	600	900	900
529 Parts - Other Depts.	90	12	0	0	0
531 Highway Paint	7,624	7,133	7,700	7,700	7,700
532 Parts	30,326	28,495	27,000	27,000	27,000
534 Gravel, Stone & Fill	1,864	1,297	2,000	2,000	2,000
535 Salt & Sand	85,370	61,448	56,000	65,000	65,000
537 Bituminous Concrete	3,376	492	3,500	3,500	3,500
538 Signs	3,710	2,619	3,000	3,000	3,000
539 Drainage Materials	3,315	524	3,500	3,500	3,500
540 Guard Rail	0	318	500	500	500
541 Small Tools	1,383	1,535	2,700	2,700	2,700
542 DPW Service Supplies	13,275	13,643	13,000	13,000	13,000
543 Pipe & Fittings	2,228	12,907	4,500	4,500	4,500

BUDGET NAME	FY 1996 ACTUAL	FY 1997 ACTUAL	FY 1998 BUDGET	FY 1999 REQUEST	SAL. ADM. PLAN INC.
-------------	-------------------	-------------------	-------------------	--------------------	------------------------

DEPARTMENT OF PUBLIC WORKS (cont.)

544 Meters & Fittings	8,522	10,902	10,500	13,000	13,000
400 Total Supplies	166,587	147,316	138,000	149,800	149,800
700 Other Charges	2,106	2,436	3,800	3,400	3,400
800 Capital Outlay	9,093	9,121	8,500	8,500	8,500
DEPT. OF PUBLIC WORKS TOTAL	1,296,348	1,271,983	1,410,636	1,467,000	1,467,000

	FY 1999 REQUEST	SAL. ADM. PLAN INC.	FY 1999 REQUEST	SAL. ADM. PLAN INC.	FY 1999 REQUEST	SAL. ADM. PLAN INC.
--	--------------------	------------------------	--------------------	------------------------	--------------------	------------------------

	WATER DIVISION	WATER DIVISION	DPW, ALL OTHER	DPW, ALL OTHER	DPW TOTAL	DPW TOTAL
100 Personal Services	230,741	230,741	534,009	534,009	764,750	764,750
200 Purchase of Services	308,200	308,200	232,350	232,350	540,550	540,550
400 Supplies	28,600	28,600	121,200	121,200	149,800	149,800
700 Other Charges	1,490	1,490	1,910	1,910	3,400	3,400
800 Capital Outlay	3,500	3,500	5,000	5,000	8,500	8,500
TOTAL	572,531	572,531	894,469	894,469	1,467,000	1,467,000

BUDGET NAME	FY 1996 ACTUAL	FY 1997 ACTUAL	FY 1998 BUDGET	FY 1999 REQUEST	INTEREST REMAIN.
-------------	-------------------	-------------------	-------------------	--------------------	---------------------

750 INTEREST ON DEBT WATER FUND

Water Extension	6,795	4,170	1,410	0	0
Water Extension	0	0	0	0	0
900 Debt Service	6,795	4,170	1,410	0	0

	FY 1996	FY 1997	FY 1998	FY 1999	INTEREST
BUDGET NAME	ACTUAL	ACTUAL	BUDGET	REQUEST	REMAIN.

710 DEBT SERVICE
WATER FUND

Water Extension	60,000	60,000	60,000	0	0
Water Extension	0	0	0	0	0
900 Debt Service	60,000	60,000	60,000	0	0

	FY 1996	FY 1997	FY 1998	FY 1999
BUDGET NAME	ACTUAL	ACTUAL	BUDGET	REQUEST

424 STREET LIGHTS

210 Electricity	97,324	100,038	107,489	107,489
200 Total Purchase of Services	97,324	100,038	107,489	107,489
STREET LIGHTS TOTAL	97,324	100,038	107,489	107,489

HUMAN SERVICES

BUDGET NAME	FY 1996 ACTUAL	FY 1997 ACTUAL	FY 1998 BUDGET	FY 1999 REQUEST	SAL. ADM. PLAN INC.
-------------	-------------------	-------------------	-------------------	--------------------	------------------------

511 BOARD OF HEALTH

110 Salaries	62,203	66,682	71,702	71,698	71,698
100 Total Personal Services	62,203	66,682	71,702	71,698	71,698
307 Nursing Services	0	744	1,500	1,500	1,500
345 Advertising	110	124	500	500	500
380 Misc. Contracted Services	1,174	460	1,500	2,800	2,800
200 Total Purchase of Services	1,284	1,328	3,500	4,800	4,800
420 Office Supplies	1,584	1,230	1,200	1,200	1,200
599 Service Supplies	636	872	600	800	800
400 Total Supplies	2,220	2,102	1,800	2,000	2,000
700 Other Charges	3,031	3,441	5,200	5,200	5,200
800 Capital Outlay	2,300	1,647	0	1,000	1,000

BOARD OF HEALTH TOTAL	71,038	75,200	82,202	84,698	84,698
------------------------------	---------------	---------------	---------------	---------------	---------------

541 COUNCIL ON AGING

110 Salaries	0	0	17,680	18,564	18,564
100 Total Personal Services	0	0	17,680	18,564	18,564
340 Printing	257	938	200	500	500
341 Telephone	0	0	0	500	500
344 Postage	0	0	2,100	500	500
380 Misc. Contracted Services	1,888	1,897	5,000	6,600	6,600
200 Total Purchase of Services	2,145	2,835	7,300	8,100	8,100
420 Office Supplies	0	0	500	200	200
599 Service Supplies	762	174	2,000	266	266
400 Total Supplies	762	174	2,500	466	466
700 Other Charges	0	0	0	350	350

COUNCIL ON AGING TOTAL	2,907	3,009	27,480	27,480	27,480
-------------------------------	--------------	--------------	---------------	---------------	---------------

BUDGET NAME	FY 1996 ACTUAL	FY 1997 ACTUAL	FY 1998 BUDGET	FY 1999 REQUEST	SAL. ADM. PLAN INC.
-------------	-------------------	-------------------	-------------------	--------------------	------------------------

543 VETERANS' SERVICES

110 Salaries	8,410	8,865	9,273	9,273	9,273
100 Total Personal Services	8,410	8,865	9,273	9,273	9,273
 700 Other Charges	 6,420	 7,146	 11,895	 11,567	 11,567
VETERANS' SERVICES TOTAL	14,830	16,011	21,168	20,840	20,840

632 YOUTH COMMISSION

110 Salaries	72,706	77,000	84,523	85,888	85,888
100 Total Personal Services	72,706	77,000	84,523	85,888	85,888
 380 Misc. Contracted Services	 1,901	 3,470	 7,855	 7,855	 7,855
200 Total Purchase of Services	1,901	3,470	7,855	7,855	7,855
 599 Service Supplies	 855	 1,497	 1,300	 1,500	 1,500
400 Total Supplies	855	1,497	1,300	1,500	1,500
 700 Other Charges	 1,428	 1,829	 2,800	 2,800	 2,800
800 Capital Outlay	0	0	0	0	0
YOUTH COMMISSION TOTAL	76,890	83,796	96,478	98,043	98,043

CULTURE AND RECREATION

BUDGET NAME	FY 1996 ACTUAL	FY 1997 ACTUAL	FY 1998 BUDGET	FY 1999 REQUEST	SAL. ADM. PLAN INC.
-------------	-------------------	-------------------	-------------------	--------------------	------------------------

610 LIBRARY

110 Salaries	153,290	173,958	191,385	197,099	197,099
100 Total Personal Services	153,290	173,958	191,385	197,099	197,099
210 Electricity	10,208	10,572	12,000	12,000	12,000
211 Heat & Oil	4,954	5,277	6,000	6,000	6,000
230 Water	131	142	175	175	175
244 Building Maintenance	9,588	11,510	11,000	11,500	11,500
245 Equipment Repairs	1,676	1,978	2,000	2,000	2,000
341 Telephone	1,229	1,252	1,500	1,500	1,500
200 Total Purchase of Services	27,786	30,731	32,675	33,175	33,175
420 Office Supplies	1,483	1,478	1,500	2,000	2,000
510 Books	42,135	40,077	42,000	45,000	45,000
400 Total Supplies	43,618	41,555	43,500	47,000	47,000
700 Other Charges	1,590	1,915	3,450	3,450	3,450
850 New Equipment	5,690	916	1,000	1,000	1,000
859 Automation/Retropective Conversion	0	0	3,000	3,000	3,000
800 Capital Outlay	5,690	916	4,000	4,000	4,000
LIBRARY TOTAL	231,974	249,075	275,010	284,724	284,724

631 RECREATION

110 Salaries	21,746	31,504	36,603	40,549	40,549
100 Total Personal Services	21,746	31,504	36,603	40,549	40,549
247 Grounds Maintenance	92	110	0	300	300
304 Medical Exams	60	0	0	0	0
345 Advertising	225	0	350	1,750	1,750
380 Misc. Contracted Services	1,530	1,988	2,000	1,000	1,000
200 Total Purchase of Services	1,907	2,098	2,350	3,050	3,050
512 Arts & Crafts Supplies	344	910	2,800	1,800	1,800
599 Service Supplies	576	447	400	400	400
400 Total Supplies	920	1,357	3,200	2,200	2,200

	FY 1996	FY 1997	FY 1998	FY 1999	SAL. ADM.
BUDGET NAME	ACTUAL	ACTUAL	BUDGET	REQUEST	PLAN INC.

RECREATION (cont.)

700 Other Charges	2,956	408	650	650	650
800 Capital Outlay	0	0	0	0	0
RECREATION TOTAL	27,529	35,367	42,803	46,449	46,449

633 HISTORICAL COMMISSION

340 Printing	0	0	0	250	250
344 Postage	0	0	0	500	500
380 Misc. Contracted Services	0	0	0	500	500
200 Total Purchase of Services	0	0	0	1,250	1,250
420 Office Supplies	107	0	100	250	250
400 Total Supplies	107	0	100	250	250
700 Other Charges	0	0	700	0	0
HISTORICAL COMMISSION TOTAL	107	0	800	1,500	1,500

INSURANCE

BUDGET NAME	FY 1996 ACTUAL	FY 1997 ACTUAL	FY 1998 BUDGET	FY 1999 REQUEST
900 INSURANCE				
174 Workers' Compensation	46,465	45,775	60,000	0
100 Total Personal Services	46,465	45,775	60,000	0
170 Blue Cross - Health	22,564	25,127	28,612	28,324
171 HMO - Health	564,631	594,647	674,607	811,307
173 Dental - Health	52,936	56,450	60,553	67,176
100 Total Personal Services	640,131	676,224	763,772	906,807
172 Group Life Insurance	5,101	5,210	6,434	6,480
100 Total Personal Services	5,101	5,210	6,434	6,480
301 Consulting Services	7,775	5,713	11,000	11,000
200 Total Purchase of Services	7,775	5,713	11,000	11,000
742 Liability Package Policy	36,982	39,747	48,000	48,000
746 Police/Fire Accident	9,500	14,250	16,000	18,000
750 Youth Director	418	490	350	350
751 Medicare	41,416	49,446	49,000	59,335
753 Social Security	26,777	35,836	35,000	45,000
754 Umbrella Insurance	1,811	0	0	0
700 Other Charges and Expenses	116,904	139,769	148,350	170,685
INSURANCE TOTAL	816,376	872,691	989,556	1,094,972

DEBT AND INTEREST

BUDGET NAME	FY 1996 ACTUAL	FY 1997 ACTUAL	FY 1998 BUDGET	FY 1999 REQUEST	INTEREST REMAIN.
-------------	-------------------	-------------------	-------------------	--------------------	---------------------

750 INTEREST ON DEBT GENERAL FUND

Library	36,530	27,430	18,330	9,230	0
Nearby School	2,327	0	0	0	0
Underground Storage Tanks	21,740	16,671	14,014	11,386	8,886
Land Purchase	8,120	4,067	0	0	0
DPW Garage	0	41,679	35,036	28,464	98,217
Middle School	0	0	425,000	444,363	4,234,150

900 Debt Service	68,717	89,847	492,380	493,443	4,341,253
-------------------------	---------------	---------------	----------------	----------------	------------------

BUDGET NAME	FY 1996 ACTUAL	FY 1997 ACTUAL	FY 1998 BUDGET	FY 1999 REQUEST	INTEREST REMAIN.
-------------	-------------------	-------------------	-------------------	--------------------	---------------------

710 DEBT SERVICE GENERAL FUND

Library	130,000	130,000	130,000	130,000	0
Nearby School	70,000	0	0	0	0
Underground Storage Tanks	100,000	100,000	100,000	100,000	100,000
Land Purchase	100,000	100,000	0	0	0
DPW Garage	0	100,000	100,000	100,000	700,000
Middle School	0	0	0	475,000	9,025,000

900 Debt Service	400,000	430,000	330,000	805,000	9,825,000
-------------------------	----------------	----------------	----------------	----------------	------------------

BUDGET NAME	FY 1996 ACTUAL	FY 1997 ACTUAL	FY 1998 BUDGET	FY 1999 REQUEST
-------------	-------------------	-------------------	-------------------	--------------------

RESERVE FUND	139,840	139,840	100,000	200,000
---------------------	----------------	----------------	----------------	----------------

SCHOOL DEPARTMENT

BUDGET NAME	FY 1997 ACTUAL	FY 1998 BUDGET	FY 1999 REQUEST
-------------	-------------------	-------------------	--------------------

SOUTHBOROUGH SCHOOLS

REGULAR DAY PROGRAMS

ADMINISTRATION

School Committee	17,393	18,784	19,250
Superintendent's Office	74,291	89,186	101,077
Administrative Support	69,172	74,293	75,548

INSTRUCTION

Supervision	30,363	29,000	27,200
Principals	282,349	323,572	360,303
Principal Technology	0	0	11,350
Teaching	3,145,896	3,397,980	3,744,246
Professional Development	42,648	48,650	51,750
Textbooks	27,614	35,662	39,793
Instructional Equipment	13,584	8,904	3,135
Instructional Technology	2,610	108,846	124,610
Library Services	104,227	128,777	150,544
Audio/Visual Services	8,225	8,186	14,491
Guidance Services	103,360	122,980	127,388

OTHER STUDENT SERVICES

Attendance Services	500	500	500
Health Services	68,045	68,580	84,865
Pupil Transportation	155,171	157,467	159,662
Cafeteria Services	5,772	0	0
Athletics	3,150	3,500	12,658
Other Student Body Activities	7,512	8,135	7,400

OPERATION OF PLANTS

Operation of Buildings	352,160	369,817	515,250
------------------------	---------	---------	---------

MAINTENANCE

Maintenance of Buildings	106,627	95,823	107,898
--------------------------	---------	--------	---------

FIXED CHARGES

Early Retirement Liability	10,750	10,750	10,750
Rentals and Leases	15,470	17,476	20,670

BUDGET NAME	FY 1997 ACTUAL	FY 1998 BUDGET	FY 1999 REQUEST
-------------	-------------------	-------------------	--------------------

SOUTHBOROUGH SCHOOLS (cont.)

TUITION, OTHER PUBLIC SCHOOLS

Vocational Education	9,350	9,950	9,950
----------------------	-------	-------	-------

TOTAL EXPENDITURES, REGULAR DAY PROGRAMS	4,656,239	5,136,818	5,780,288
---	------------------	------------------	------------------

SPECIAL EDUCATION PROGRAMS

Supervision	40,543	43,877	60,412
Teaching Sped	334,950	534,029	613,281
Professional Development	1,487	3,800	3,800
Technology Sped	4,850	5,300	1,500
Psychological Services	124,196	101,658	121,161
Health Services	69,797	42,000	65,000
Transportation	4,260	4,000	4,000
Telephone	502	1,000	1,000
Equipment Maintenance	5,622	1,700	3,500
New Equipment	0	500	0
Programs - Other Schools in Massachusetts	212,107	229,840	352,000
Payments to Collaborative	177,243	165,141	135,500

TOTAL EXPENDITURES, SPECIAL EDUCATION	975,557	1,132,845	1,361,154
--	----------------	------------------	------------------

TOTAL EXPENDITURES, REGULAR DAY PROGRAMS	4,656,239	5,136,818	5,780,288
---	------------------	------------------	------------------

GRAND TOTAL OPERATING BUDGET ALL PROGRAMS	5,631,796	6,269,663	7,141,442
--	------------------	------------------	------------------

BUDGET NAME	FY 1997 ACTUAL	FY 1998 BUDGET	FY 1999 REQUEST
-------------	-------------------	-------------------	--------------------

ALGONQUIN REG. HIGH SCHOOL

ADMINISTRATION

School Committee	39,872	24,400	24,400
Treasurer's Office	18,793	20,586	21,530
Superintendent's Office	67,349	88,261	100,152
Administrative Support	69,595	73,218	74,473

	FY 1997	FY 1998	FY 1999
BUDGET NAME	ACTUAL	BUDGET	REQUEST

ALGONQUIN REG. HIGH SCHOOL (cont.)

Supervision	39,960	48,780	50,248
Principals	304,851	307,307	371,163
Principal Technology	76,815	63,644	67,124
Teaching	3,022,841	3,209,995	3,899,437
Professional Development	43,853	49,400	54,400
Textbooks	50,238	61,708	54,150
Instructional Equipment	40,809	20,256	31,700
Instructional Technology	41,714	64,089	60,082
Library Services	105,610	120,918	122,413
Audio/Visual Services	5,136	8,870	5,250
Guidance Services	231,905	254,020	285,815

OTHER STUDENT SERVICES

Health Services	40,298	56,018	57,511
Pupil Transportation	458,944	452,900	450,450
Athletics	207,059	263,201	365,812
Other Student Body Activities	52,123	44,700	45,200

OPERATION/MAINTENANCE OF BUILDINGS

Operation of Buildings	411,771	451,555	465,268
Maintenance of Buildings	171,617	134,546	147,151

FIXED CHARGES

706,379	808,468	815,079
---------	---------	---------

TUITION, OTHER PUBLIC SCHOOLS

Vocational Education	9,350	9,950	9,950
----------------------	-------	-------	-------

TOTAL EXPENDITURES, REGULAR DAY PROGRAMS	6,216,882	6,636,790	7,578,758
---	------------------	------------------	------------------

SPECIAL EDUCATION PROGRAMS

Supervision	39,646	41,767	60,424
Teaching Sped	266,611	315,945	349,690
Professional Development	9,518	2,300	2,300
Textbooks Sped	156	1,100	1,200
Technology Sped	5,148	0	0
Psychological Services	21,024	26,221	39,768
Health Services	1,414	1,500	4,500
Transportation	10,002	4,000	4,000
Equipment Maintenance	281	850	1,850

BUDGET NAME	FY 1997 ACTUAL	FY 1998 BUDGET	FY 1999 REQUEST
-------------	-------------------	-------------------	--------------------

ALGONQUIN REG. HIGH SCHOOL (cont.)

New Equipment	0	0	1,000
Programs - Other Schools in Massachusetts	61,557	108,000	171,156
Payments to Collaborative	63,052	85,850	91,000

TOTAL EXPENDITURES, SPECIAL EDUCATION	478,409	587,533	726,888
--	----------------	----------------	----------------

TOTAL EXPENDITURES, REGULAR DAY PROGRAMS	6,216,882	6,636,790	7,578,758
---	------------------	------------------	------------------

GRAND TOTAL OPERATING BUDGET ALL PROGRAMS	6,695,291	7,224,323	8,305,646
--	------------------	------------------	------------------

**NORTHBOROUGH - SOUTHBOROUGH REGIONAL SCHOOL DISTRICT
FY 99 BUDGET & ASSESSMENTS - DEPT OF ED RECOMMENDED METHOD**

		68.40%	31.60%
		Northboro	Southboro
Tentative Budget (FY 99)	8,305,646		
Less Transportation	450,450		
Trans.-SPED	<u>12,000</u>	462,450	
Less Other Operational Costs (Fixed Charges)	0		
Less Fixed Charge, Health Ins., Retirees	<u>0</u>		
(Now included in Net School Spending budget)			
Net School Spending	7,843,196		
Less Revenues	<u>0</u>		
Subtotal	7,843,196	5,364,746	2,478,450
Less Chapter 70 Aid (Preliminary figures)	1,340,344	913,667	426,677
Less State Ward Reimbursement	<u>0</u>	0	0
Net Budget	6,502,852	4,451,079	2,051,773
Minimum Local Contribution as required by Ed Reform	4,828,673	3,321,715	1,506,958
Difference between Min Local Contrib & Net Budget balance	1,674,179		
Apportion Amount in Step 3 between towns		1,145,138	529,041
Transportation Budget	462,450		
Less Transportation Aid (Preliminary figures)	<u>252,763</u>		
Apportion Net Transportation Budget	209,687	143,426	66,261
Other Operational Costs	0		
Less Revenues	<u>0</u>		
Apportion Net Other Operational Costs	0	0	0
Capital Budget (existing debt service), apportioned	259,733	179,802	79,931
Total assessments, Min. Local Contrib plus apportionments	6,972,272	4,790,081	2,182,191
Excess & Deficiency Offset	125,000	85,500	39,500
FY 99 ASSESSMENTS	6,847,272	4,704,581	2,142,691
Assessment Comparison:			
FY 98 Assessments	<u>5,798,927</u>	<u>4,064,469</u>	<u>1,734,458</u>
Dollar Increase	1,048,345	640,112	408,233
Percent Increase	18.08%	15.75%	23.54%

1 Apportioned by Department of Education

2 Apportioned by enrollment at date of loan - see "Maturing Debt Assessments"

BUDGET NAME	FY 1997 BUDGET	FY 1998 BUDGET	FY 1999 REQUEST
-------------	-------------------	-------------------	--------------------

ASSABET VALLEY REG. VOC. SCHOOL

SCHOOL COMMITTEE	74,022	79,023	82,999
SUPERINTENDENT & BUSINESS OFFICE	310,452	317,275	323,816
INSTRUCTION SUPERVISION	244,919	260,620	265,589
PRINCIPAL OFFICE	117,263	115,005	117,475
INSTRUCTION & SUPPLIES	4,314,622	4,549,964	4,811,580
TEXTBOOKS	53,000	53,000	53,000
LIBRARY SERVICES	85,075	88,997	93,035
MULTI-MEDIA	43,870	44,796	45,600
GUIDANCE SERVICES	312,417	323,448	318,510
ATTENDANCE	18,556	19,420	21,320
HEALTH SERVICES	32,464	33,179	48,410
TRANSPORTATION CONTRACTS	675,050	694,650	726,500
TRANSPORTATION SPORTS - FIELD TRIPS	31,001	31,001	31,001
ATHLETICS PROGRAMS	158,782	184,258	198,509
STUDENT BODY ACTIVITIES	51,000	55,250	59,263
OPERATION OF PLANT	1,042,443	1,048,748	1,073,808
MAINTENANCE OF PLANT	273,375	278,000	280,500
HEALTH-LIFE-MEDICARE INSURANCE	510,300	484,550	488,800
OTHER INSURANCES	178,800	180,500	181,425
LEASES OF EQUIPMENT	25,000	25,000	25,000
ACQUISITION OF FIXED ASSETS	104,000	105,000	124,500

VOCATIONAL DAY OPERATING BUDGET	8,656,411	8,971,684	9,370,640
--	------------------	------------------	------------------

BUDGET NAME	FY 1997 BUDGET	FY 1998 BUDGET	FY 1999 REQUEST
-------------	-------------------	-------------------	--------------------

ASSABET VALLEY REG. VOC. (cont.)

RIGHT TO KNOW - ASBESTOS AUDIT	10,000	10,000	10,000
SINGLE AUDIT REQUIREMENT	10,000	10,000	10,000

RIGHT TO KNOW - AUDIT BUDGET	20,000	20,000	20,000
-------------------------------------	---------------	---------------	---------------

CAPITAL PROJECT ROOF (P & I)	0	0	0
SPECIAL NEEDS	479,315	557,017	581,179

TOTAL BUDGET	9,155,726	9,548,701	9,971,819
---------------------	------------------	------------------	------------------

LESS ANTICIPATED AID & TRANSFERS	(4,088,602)	(4,232,085)	(4,517,618)
LESS CHAPTER 515 ROOF BOND	0	0	0

TOTAL ASSESSMENT TO COMMUNITIES	5,067,124	5,316,616	5,454,201
--	------------------	------------------	------------------

SOUTHBORO ASSESSMENT	150,469	113,512	113,100
-----------------------------	----------------	----------------	----------------

ARTICLE 8: To see if the Town will vote to transfer to Surplus Revenue Account (Excess and Deficiency) a sum of money, or do or act anything in relation thereto. (Proposed by the Town Accountant and the Board of Selectmen)

ARTICLE 9: To see if the Town will vote to raise and appropriate, or transfer from any of its available funds and appropriate, the sum of \$1,800 to defray expenses of the Memorial Day exercises. Observance exercises are to be under the auspices of the Bagley-Fay Post No. 161 American Legions, and Choate Post No. 3276, Veterans of Foreign Wars, or do or act anything in relation thereto. (Proposed by the Board of Selectmen)

ARTICLE 10: To see if the Town will vote to raise and appropriate or transfer from any of its available funds and appropriate the sum of \$378,358.00 for the fiscal year beginning July 1, 1997 and ending June 30, 1998 to pay a portion of the expense of the Worcester County Retirement System, of which the Town is a member, and as required by the Worcester County Commissioners, or do or act anything in relation thereto. (Proposed by the Board of Selectmen)

ARTICLE 11: To see if the Town will vote to raise and appropriate or transfer from any of its available funds and appropriate, a sum of \$13,000 to fund ongoing maintenance of the Town House, or do or act anything in relation thereto. (Proposed by the Board of Selectmen)

ARTICLE 12: To see if the Town will vote to raise and appropriate or transfer from any of its available funds and appropriate, a sum of money to fund ongoing maintenance of the Fayville Village Hall, or do or act anything in relation thereto. (Proposed by the Board of Selectmen)

ARTICLE 13: To see if the Town will vote to raise and appropriate or transfer from any of its available funds and appropriate, the sum of \$5,000 for the purpose of funding Marlborough Alcoholism Referral Center, a nonprofit drop-in center, or do or act anything in relation thereto. (Proposed by the Board of Selectmen)

ARTICLE 14: To see if the Town will vote to raise and appropriate or transfer from available funds and appropriate the sum of \$200,000 for the maintenance of Town roads, or do or act anything in relation thereto. (Proposed by the Department of Public Works and Public Works Planning Board)

ARTICLE 15: To see if the Town will vote to transfer from available funds and appropriate a sum of money in anticipation of reimbursement from the Commonwealth for Chapter 90 highway improvements, or do or act anything in relation thereto. (Proposed by the Department of Public Works and Public Works Planning Board)

ARTICLE 16: To see if the Town will vote to raise and appropriate or transfer from available funds and appropriate a sum of money for the purpose of purchasing Public Works Equipment, or do or act anything in relation thereto. (Proposed by the Department of Public Works and Public Works Planning Board)

ARTICLE 17: To see if the Town will vote to raise and appropriate, transfer from available funds and appropriate or borrow and appropriate a sum of money for the purpose of making improvements to the water distribution system, or do or act anything in relation thereto. (Proposed by the Department of Public Works and Public Works Planning Board)

ARTICLE 18: To see if the Town will vote to raise and appropriate, transfer from available funds or borrow and appropriate a sum of money for the purpose of installing water mains on Parkerville Road from Main Street to the Neary School driveway, or do or act anything in relation thereto. (Proposed by Thera Robbins and 16 others)

ARTICLE 19: To see if the Town will vote to raise and appropriate or transfer from any available funds and appropriate, the sum of \$71,000 to acquire three new four-door full-size sedan police cruisers and authorize the Selectmen to sell, turn in or otherwise dispose of two used police cruisers, or do or act anything in relation thereto. (Proposed by the Police Chief)

ARTICLE 20: To see if the Town will vote to raise and appropriate or transfer from available funds and appropriate, a sum of money for the purpose of hiring consulting engineers by various Town departments, or do or act anything in relation thereto. (Proposed by the Board of Selectmen)

ARTICLE 21: To see if the Town will vote to raise and appropriate or transfer from any of its available funds and appropriate, the sum of \$17,500 to be used for expenses incurred from a private audit of the Town's financial officers to be carried out by a private firm which meets the standards of the Commonwealth of Massachusetts, Bureau of Accounts, or do or act anything in relation thereto. (Proposed by the Board of Selectmen)

ARTICLE 22: To see if the Town will vote to raise and appropriate or transfer from available funds and appropriate, the sum of \$5,153 for the purpose of aiding in the funding of the MetroWest Planning Office, or do or act anything in relation thereto. (Proposed by the Board of Selectmen)

ARTICLE 23: To see if the Town will vote to raise and appropriate or transfer from any of its available funds and appropriate, the sum of \$1,500, or any other sum, to be expended under the direction of the Heritage Day Committee for the purpose of paying the necessary costs associated with the Heritage Day celebration and the Heritage Day parade, or do or act anything in relation thereto. (Proposed by the Board of Selectmen)

ARTICLE 24: To see if the Town will vote to raise and appropriate or transfer from any available funds and appropriate, a sum of money for the purpose of maintenance of equipment, or do or act anything in relation thereto. (Proposed by the Board of Selectmen)

ARTICLE 25: To see if the Town will vote to raise and appropriate or transfer from any of its available funds and appropriate, a sum of money for the purpose of establishing a fund to be used to pay the Town's share of casualty and other losses incurred to Town property and equipment which are not covered by insurance policies, and/or which has been destroyed or damaged as a result of accident or casualty, for which a third party is liable and for which the Town is entitled to be reimbursed from damages caused as a result of such accident or casualty, or do or act anything in relation thereto. (Proposed by the Board of Selectmen)

ARTICLE 26: To see if the Town will vote to renew a revolving fund established under Chapter 44, Section 53 E 1/2, "An Act Authorizing Cities and Towns to Establish Certain Revolving Funds", a revolving fund for the purpose of funding the inspection services for the Sealer of Weights and Measures, plumbing and wiring. All receipts received for the services provided by the above-mentioned departments shall be credited to this account up to the amount of \$30,000. The Town Accountant will authorize expenditures from this revolving fund, or do or act anything in relation thereto. (Proposed by the Board of Selectmen)

ARTICLE 27: To see if the Town will vote to raise and appropriate or transfer from available funds and appropriate the sum of \$8,000 for the purpose of conducting a Hazardous Waste Day, or do or act anything in relation thereto. (Proposed by the Board of Health)

ARTICLE 28: To see if the Town will vote to accept as a public way Boswell Lane described on a plan entitled "Road Acceptance Plan of Land" dated February 16, 1998 by Bruce Saluk & Associates, Inc. of Marlborough, MA, or do or act anything in relation thereto. (Proposed by Jane T. Sheehy and 15 others)

ARTICLE 29: To see if the Town will vote to raise and appropriate, or transfer from available funds and appropriate, a sum of money to be deposited in the Stabilization Fund to be held and administered in accordance with the provisions of Massachusetts General Laws, Chapter 40, Section 5b, or do or act anything in relation thereto. (Proposed by the Advisory Committee and Board of Selectmen)

ARTICLE 30: To see if the Town will vote to accept Chapter 40, Section 13C of the Massachusetts General Laws to establish a Workers' Compensation Claim Reserve Fund, or do or act anything in relation thereto. (Proposed by the Board of Selectmen)

ARTICLE 31: To see if the Town will vote to raise and appropriate or transfer from available funds and appropriate a sum of money to fund a Workers' Compensation Claim Reserve Fund as per Massachusetts General Laws, Chapter 40, Section 13C, or do or act anything in relation thereto. (Proposed by the Board of Selectmen)

ARTICLE 32: To see if the Town will vote to prohibit the sale, lease, exchange, transfer or any like action with Town owned land until a formal procedure plan is submitted by the Planning Board and Selectmen and passed by Town Meeting, or do or act anything in relation thereto. (Proposed by Jack Barron and 12 others.)

ARTICLE 33: To see if the Town will vote to raise and appropriate or transfer from any of its available funds and appropriate a sum of money to design and/or implement traffic improvements related to the crossing of Route 9 and other traffic calming for the school zones in the area of the Neary, Trottier, Finn and Woodward schools, or do or act anything in relation thereto. (Proposed by the Board of Selectmen)

ARTICLE 34: To see if the Town will vote to raise and appropriate or transfer from any available funds and appropriate, a sum of money not to exceed \$3,000 to repair and/or replace approximately 1000' of existing sidewalk on the south side of Main Street from Fay School to Parkerville Road, or do or act anything in relation thereto. (Proposed by the Roads Safety Committee)

ARTICLE 35: To see if the Town will vote to raise and appropriate or transfer from any available funds and appropriate a sum of money not to exceed \$1,800 for engineering and construction of approximately 300' of new sidewalk running along the south side of Main Street from Parkerville Road to Deerfoot Road, or do or act anything in relation thereto. (Proposed by the Roads Safety Committee)

ARTICLE 36: To see if the Town will vote to raise and appropriate or transfer from any of its available funds and appropriate, or borrow and appropriate, the sum of money for the FY 1999 installment of the multiyear technology update in all the Southborough Public Schools, or do or act anything in relation thereto. (Proposed by the Southborough School Committee)

ARTICLE 37: To see if the Town will vote to raise and appropriate or transfer from any available funds and appropriate the sum of money for the FY 1999 moving expenses for Finn School to Woodward School, and the second grade from Neary School to Finn School at Woodward, or do or act anything in relation thereto. (Proposed by the Southborough School Committee)

ARTICLE 38: To see if the Town will vote to raise and appropriate or transfer from any available funds and appropriate, or borrow and appropriate, the sum of money for the FY 1999 capital equipment projects at Neary School, or do or act anything in relation thereto. (Proposed by the Southborough School Committee)

ARTICLE 39: To see if the Town will vote to raise and appropriate or transfer from any available funds and appropriate, or borrow and appropriate, the sum of money for additional monies for the septic system upgrade at Neary School, or do or act anything in relation thereto. (Proposed by the Southborough School Committee)

ARTICLE 40: To see if the Town will vote to raise and appropriate or transfer from any available funds and appropriate, or borrow and appropriate, the sum of money for the FY 1999 capital building maintenance projects at Neary School, or do or act anything in relation thereto. (Proposed by the Southborough School Committee)

ARTICLE 41: To see if the Town will vote to authorize borrowing by the Northborough-Southborough Regional School Committee, in accordance with Massachusetts General Laws, Chapter 71, Section 16(d), as amended, or for the Town of Southborough to raise and appropriate or transfer from any available funds and appropriate, or borrow and appropriate, their share of the sum of money for making extraordinary repairs, renovations, and/or equipment of a capital nature at Algonquin Regional High School, or do or act anything in relation thereto. (Proposed by the Northborough-Southborough Regional School Committee)

ARTICLE 42: To see if the Town will vote to raise and appropriate or transfer from available funds and appropriate, or borrow and appropriate additional funds to complete the Trottier Middle School Construction project and the Finn School renovation and addition project; provided that this appropriation and borrowing shall be contingent upon favorable Proposition 2½ debt exclusion vote at the town election, or do or act anything in relation thereto. (Proposed by the Southborough School Building Committee)

ARTICLE 43: To see if the Town will vote to raise and appropriate, transfer from available funds and appropriate, or borrow and appropriate, a sum of money for engineering and capital costs for the closure of the Parkerville Road landfill and the development of athletic fields and parking facilities on that site; provided that this appropriation and borrowing shall be contingent upon favorable Proposition 2½ debt exclusion vote at the town election, or do or act anything in relation thereto. (Proposed by the Board of Selectmen)

ARTICLE 44: To see if the Town will vote to transfer from available funds and appropriate the sum of \$52,000, to be used in FY 1998, for the purpose of funding extraordinary costs of the School's Special Education program, or do or act anything in relation thereto. (Proposed by the Board of Selectmen and the Southborough School Committee)

ARTICLE 45: To see if the Town will vote to transfer control and management of Town property known as the Parkerville Landfill (Assessors Map 35, Lot 13A) from general Town purposes to Southborough School Committee, or do or act anything in relation thereto. (Proposed by the Board of Selectmen)

ARTICLE 46: To see if the Town will vote to transfer control and management of Town property known as 208 Parkerville Road (Assessors Map 7, Lot 22) from general Town purposes to Southborough School Committee, or do or act anything in relation thereto. (Proposed by the Board of Selectmen)

ARTICLE 47: To see if the Town will vote to transfer control and management of Town property known as 204 Parkerville Road (Assessors Map 7, Lot 20) from general Town purposes to Southborough School Committee, or do or act anything in relation thereto. (Proposed by the Board of Selectmen)

ARTICLE 48: To see if the Town will vote to raise and appropriate or transfer from available funds and appropriate the sum of \$11,000 for the purpose of purchasing paramedic level emergency medical equipment for the ambulances, or do or act anything in relation thereto. (Proposed by the Fire Chief)

ARTICLE 49: To see if the Town will vote to raise and appropriate or transfer from available funds and appropriate the sum of \$23,000 for the purpose of purchasing 8 (eight) self-contained breathing apparatus and 6 (six) spare tanks for the Fire Department, or do or act anything in relation thereto. (Proposed by the Fire Chief)

ARTICLE 50: To see if the Town will vote to raise and appropriate or transfer from available funds and appropriate the sum of \$125,000 for the purpose of purchasing and equipping a new, class I, type I ambulance, or do or act anything in relation thereto. (Proposed by the Fire Chief)

ARTICLE 51: To see if the Town will vote to raise and appropriate or transfer from available funds and appropriate \$11,000 for the purpose of purchasing or leasing an engineering large format copier, or do or act anything in relation thereto. (Proposed by The Board of Health, Building Inspector, Planning Board, Board of Assessors, Conservation Commission, and Department of Public Works)

ARTICLE 52: To see if the Town will vote to amend the Code of the Town of Southborough, Zoning Article III, Use Regulations, 174-9 H. Multifamily Housing for the Elderly, by adding subsection (1)(g) to read as follows:

The total cumulative number of units approved under this section by the Zoning Board of Appeals since January 1998 shall at no time exceed five (5%) percent of the total number of one-family houses in Southborough at the beginning of the year in which the application is filed, based on the Assessor's records. Residences containing apartments shall be counted as one-family houses for the purposes of this subsection.

, or do or act anything in relation thereto. (Proposed by the Planning Board)

ARTICLE 53: To see if the Town will authorize the Board of Assessors to use free cash in the Town treasury, and if so, what sum for the purpose of reducing the amount to be raised and appropriated and assessed as taxes in the fiscal year beginning July 1, 1997 and ending June 30, 1998, or do or act anything in relation thereto. (Proposed by the Board of Selectmen)

And to notify the inhabitants of the First Precinct of said Town of Southborough qualified to vote in elections to meet in the Central Fire Station, 21 Main Street, in said Southborough; and the inhabitants of the Second Precinct of said Town to meet in the Mary E. Finn School, 60 Richards Road, in said Southborough, on

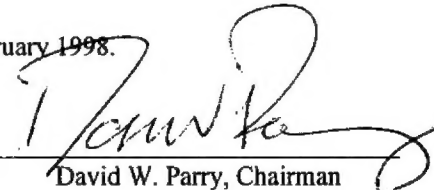
Monday, May 11, 1998

then and there at those places to bring in their votes to the Election Officers at the respective Precinct, for Moderator, a term of one year; for one member of the Board of Selectmen, a term of three years; for one member of the Board of Assessors, for a term of three years; for one member of the School Committee for a term of three years; for two members of the Northborough-Southborough Regional School District Committee, one for three years from Northborough, one for three years from Southborough; for one member of the Board of Health for a term of three years; for two members of the Board of Trustees of the Southborough Library for a term of three years; for one member of the Planning Board for a term of five years; and for one member of the Southborough Housing Authority for a term of five years.

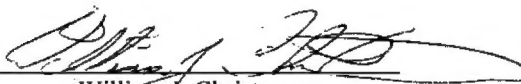
The Polls in each Precinct will be open at 8:00 a.m. and will be closed at 8:00 p.m. of said day.

And you are to give notice hereby by posting true and attested copies of the Warrant at the Southborough Town House, Central Fire Station, Southville Fire Station, McCarthy Coffee and Newsroom, Mauro's Market, The Southborough Library, Turnpike Food and Liquor Mart, Margaret A. Neary School, Mary E. Finn School, Fitzgerald's General Store, Fayville Village Hall and A. S. Woodward Memorial School, seven days at least before the time appointed for such meeting.

Given under our hand this 24th day of February 1998.

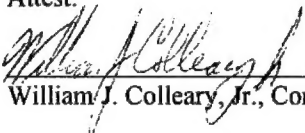

David W. Parry, Chairman

Thomas W. McAuliffe


William J. Christensen

BOARD OF SELECTMEN OF THE TOWN OF SOUTHBOROUGH

Attest:


William J. Colleary, Jr., Constable

EMERGENCY NUMBER.....911 (Police, Fire, Ambulance)

Police Bus. No. 508-485-2147

TOWN HOUSE

Fire Bus. No. 508-485-3235

Crime Tip Hotline: 229-4447

17 Common Street - P. O. Box 9109

Tel. 508-485-0710 Fax 508-480-0161

DEPARTMENT	OFFICE HOURS	INFORMATION
Appeals Board	9:00 - 3:00	Maureen Colleary, Sec.; Zoning Variances; Special Permits
Assessors: Mon, Tue, Wed.	8:00 - 4:00	Real Estate Assessments, Automobile Excise
(485-0720) Thurs.	8:00 - 12:00	CLOSED THURSDAY AFTERNOON, FRIDAY.
Building Dept. (485-0717)	8:00 - 4:00	Peter C. Johnson, Inspector (by appointment)
Conservation Commission	8:00 - 12:30	Kathy O'Brien, Secretary
Health (481-3013)	8:30 - 5:00	Paul Pisinski, Health Agent (by appointment)
Planning Board	8:00 - 5:00	Wayne Thies, Town Planner
Receptionist	9:00 - 4:00	Transfer Station Permits
Selectmen	8:00 - 5:00	Janice C. Conlin, Town Administrator
Town Accountant	8:00 - 4:00	Dorothy M. Phaneuf
Town Clerk	9:00 - 5:00	Gina Mingace, Adm. Sec., numerous licenses, permits, certificates, complaints, filings and recordings.
Elections & Registration	9:00 - 5:00	Voter Registration (Town Clerk's Office) (Monday - Friday)
Treasurer/Collector	8:00 - 4:00	Mary B. Guilford; Bill Payment; Employee Information
Veterans' Agent (Tue. eve.)	7:30 - 8:30	Irene Burkis Tibert
		OTHERS
ADA Coordinator	485-0710	(Americans With Disabilities Act): Janice C. Conlin
Animal Control Officer	485-5947	Charles F. Hamel
Arts Council	481-9351	Carolyn Doyle, Director, Arts Center, Highland St.
Civil Defense	485-3887	Director - Fire Chief Peter F. Phaneuf
Housing Authority	481-2166	Carol Renaud, Director; Hours: 9:30 am - 12:30 pm
Library	485-5031	Hours: 10:00-5:00 Mon, Fri & Sat; 10:00-9:00 Tue, Wed, Thu.
Personnel Board	485-0710	Timothy McHugh, Chairman
Public Works Dept.	485-1210	John W. Boland, Supt.; Donald A. Buzzell, Asst. Supt.
Cemetery Division	485-1618	Hours: 7:00 am - 3:30 pm
Highway Division	485-1210	Hours: 7:00 am - 3:30 pm
Transfer Station	485-2511	Open 8:00 am - 6:00 pm Wednesday through Saturday
Tree Division	485-1210	
Water Division	485-1845	Hours: 7:00 am - 3:30 pm
Recreation Commission	229-4452	Kathryn Garcia, Director
		Hours: Mon., Tues., Wed., Fri. - 9:30 am - 3:30 pm
Senior Center	229-4453	Leah Aleah, Coordinator, Senior Activities
Youth and Family Services	481-5676	Ellen Piontek, Laurie Sugarman-Whittier, Co-Directors
Community House	485-4887	28 Main Street
Hot Lunch Program	485-5969	Call by 10:30 am for next day's reservation
Post Office, Main Street	485-2669	Street Lights Out: 1-800-922-1132
Citizen Information	1-800-392-6090	Greater Media Cable: 1-800-634-1008

SCHOOLS

Algonquin Regional High	351-7010	Romeo Marquis, Principal, Northborough
Superintendent's Office	351-7000	Robert Melican, Superintendent, Northborough
Assabet Valley Reg. Voc.	485-9430	Eugene S. Carlo, Superintendent/Director
Mary Finn	485-3176	Mary A. Ryan, Principal, Southborough
Margaret Neary	481-2300	Stephen Billhardt, Principal, Southborough
Woodward	485-2400	P. Brent Trottier, Principal, Southborough